



# *Bay District School Board Salary Schedule 2018-2019*

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## DEFINITIONS

**YEARS OF EXPERIENCE FOR PAY PURPOSES** (applies to Administrative and Instructional Employees) shall be interpreted to mean the time an employee has been employed in a position or positions of equivalent classifications and not the total years of service as an employee of the Bay County School Board. Progressive advancement in equivalent classifications shall qualify an employee to retain his/her earned experience. Equivalent classification shall be interpreted to mean employees paid on the same Placement Schedule. An employee moving from a position paid from one Placement Schedule to a position paid from another Placement Schedule will begin the new position paygrade at the "0" years experience on the Placement Schedule except that employee who can document experience as an administrator or as an instructional employee may transfer the approved years of experience to the appropriate Placement Schedule. The Superintendent or his designee will evaluate and recommend the experience for School Board approval.

**YEARS OF SERVICE FOR THE PURPOSE OF COMPUTING ANNUAL LEAVE** shall be interpreted to mean the years service as an employee for the Bay County School Board in a full-time (52 weeks annually) position. Years service in positions of employment with the Bay County School Board of less than 52 weeks annually do not qualify for annual leave and that service will not be considered when an employee transfers to a 52-week position. (Effective July 1, 1985)

### **ADMINISTRATIVE EXPERIENCE:**

Only experience in an administrative position will count toward salary computation on the Administrative Placement Schedule (Placement Schedule 2). Leadership positions held (as department head, team leader, etc.) while employed as an instructional employee may be submitted for consideration/review by the Bay District Schools Human Resources Department. Experience as an acting administrator will also count toward computing administrative experience on Placement Schedule 2. See page 24-H for Assistant Administrators.

Any employee wishing to claim administrative experience must make a written request to the Superintendent or his/her designee. Such requests must include written documentation of the specific assignments and time spent in qualifying administrative positions.

**EDUCATIONAL SUPPORT PERSONNEL REASSIGNMENTS:** A reassignment is movement of an employee from one position to another at the same work site, or from one bus route to another.

**EDUCATIONAL PERSONNEL TRANSFERS:** A transfer is movement of an employee from one work site to another.

**SPECIAL CONTRACTS** as used in this Placement Schedule are defined as contracted work performed by instructional employees in excess of the regular 196 day schedule contract.

**NORMAL WORK WEEK** is defined as beginning on each Sunday and extending through the next Saturday. Employees assigned beyond a forty (40) hour work week shall be compensated at time and one half their regular hourly rate of pay or compensatory time.

**PAYMENT TO INSTRUCTIONAL PERSONNEL FOR SERVICES OUTSIDE THE 196 DAY CONTRACT THAT INVOLVE NON-STUDENT INSTRUCTION TIME:**

These services include Curriculum Development Projects, workshops, inservice training, Pre-K screening, planning fees for workshop presenters (workshop to be presented on a teacher contract day) and other activities not involving student instruction. A day will be 6 hours excluding lunch breaks.

**DIRECT DEPOSIT:** Direct Deposit participation is mandatory.

# **INSTRUCTIONAL PERSONNEL & SUBSTITUTES**

## INSTRUCTIONAL PERSONNEL

- A. Instructional salaries are paid according to the highest level of training and approved experience using Placement Schedule "1". (Grandfathered or Performance Schedule)
- B. The hourly rate of pay for instructional employees employed under special contract for work in excess of the regular 196 days will be computed by dividing the employees annual base pay from schedule "1" as follows: Annual rate of pay divided by 196 days = daily rate of pay divided by 7.5 hours = hourly rate of pay.
- C. The annual salary for ROTC instructors shall be as specified by an agreement between the Bay County School Board and the Department of Defense for Jr. ROTC programs. The monthly salary may vary in accordance with the information furnished by the Department of Defense and the instructors shall be paid accordingly. Contract periods for ROTC instructor positions are determined based upon the Department of Defense and dictated by the specific branch of service. Example: Twelve months, Ten months plus two months under special contract by District (grandfathered individuals) and Ten months. These employees do not qualify for annual leave or paid holidays other than noted in paragraph II-D. Since the ROTC Instructor salary and supplements (housing, clothing, etc.) and COLA is determined by the Department of Defense, ROTC instructor salary increases are not part of the Bay District Schools Placement Schedule.
- D. Instructional Employees receive the following paid holidays:

Monday, September 3, 2018	Tuesday, December 25, 2018
Monday, November 12, 2018	Tuesday, January 1, 2019
Thursday, November 24, 2018	Monday, January 21, 2019
- E. Each employee employed on a full-time basis shall be entitled to one day of sick leave for each month of employment. Such sick leave shall be cumulative from year to year, and there shall be no limit on the number of days of sick leave an employee may accrue.
- F. Refer to the School Board Policies and Association of Bay County Educators Master Contract for other terms and conditions of employment related to instructional personnel.
- G. Placement Schedule 1 will be used to calculate the salaries of non-certificated instructional personnel authorized under the provisions of State Board Rule 6A-1.0502. Full-time instructional personnel will not be paid less than the salary for a bachelor's degree.
- H. **Curriculum Development Projects:** Beginning on the first student day of school year 2015-2016, teachers employed in curriculum development projects that involve developing and/or revising curriculum projects or district/school reports will be paid a Beginning Teacher's Hourly Rate. Teachers employed in curriculum development

will produce a product at the end of the project. Curriculum Development Projects will be approved and monitored by the Division of Teaching and Learning.

- I. **Special Training/Staff Development Projects:** Beginning on the first student day of school year 2015-2016, teachers employed for special training/staff development projects that support the District Improvement Plan and School Improvement and that have funds expressly for the compensation of participants will be paid \$80.00 per day. (Rate is based upon a six (6) hour day.)

If training occurs outside the normal school day (nights or Saturdays) during the regular school year, the rate of pay will be \$125. (Rate is based on a six (6) hour day.)

- J. Employees do not receive an automatic step on a Placement Schedule for pay increase.

# Grandfathered Instructional Pay Schedule Placement Schedule 1

*Board Approved  
11/12/2013*

BA	
PG	\$ Amount
00	34,480
01	34,480
02	34,730
03	34,980
04	35,480
05	35,980
06	36,480
07	36,980
08	37,480
09	38,230
10	38,980
11	39,730
12	40,480
13	41,230
14	41,980
15	42,980
16	43,980
17	44,980
18	45,980
19	46,980
20	48,080
21	49,180
22	50,280
23	51,380
24	52,480
25	53,980
26	55,480
27	56,980
28	57,180
29	57,380
30	57,580
31	58,180

Masters degree will earn an additional \$2,500 per year  
 Specialist degree will earn an additional \$5,100 per year  
 Doctorate degree will earn an additional \$7,800 per year

Base Placement Schedule includes advanced degrees



# Instructional Performance Pay Placement Schedule

## Salary Schedule 1

(NEW) Effective July 1, 2018

<b>PG</b>	<b>\$ Amount</b>
<b>0</b>	<b>36,000</b>
<b>1</b>	<b>36,000</b>
<b>2</b>	<b>36,250</b>
<b>3</b>	<b>36,500</b>
<b>4</b>	<b>37,000</b>
<b>5</b>	<b>37,500</b>
<b>6</b>	<b>38,000</b>
<b>7</b>	<b>38,500</b>
<b>8</b>	<b>39,000</b>
<b>9</b>	<b>39,750</b>
<b>10</b>	<b>40,500</b>
<b>11</b>	<b>41,250</b>
<b>12</b>	<b>42,000</b>
<b>13</b>	<b>42,750</b>
<b>14</b>	<b>43,500</b>
<b>15</b>	<b>44,500</b>
<b>16</b>	<b>45,500</b>
<b>17</b>	<b>46,500</b>
<b>18</b>	<b>47,500</b>
<b>19</b>	<b>48,500</b>
<b>20</b>	<b>49,600</b>
<b>21</b>	<b>50,700</b>
<b>22</b>	<b>51,800</b>
<b>23</b>	<b>52,900</b>
<b>24</b>	<b>54,000</b>
<b>25</b>	<b>55,500</b>

**An Associate Teacher is a full-time employee and will be paid a salary of \$26,000 a year plus benefits.**

Masters degree will earn an additional \$2,500 per year  
 Specialist degree will earn an additional \$5,100 per year  
 Doctorate degree will earn an additional \$7,800 per year

In accordance with Florida State Statute 1012.22, all individuals hired after July 1, 2011 with an advanced degree in the individual's area of certification will receive payment as indicated on the Placement Schedule for applicable degree as a supplement as this amount will not be included in the individual's base salary.

## **INSTRUCTIONAL EXTRA PAY FOR EXTRA DUTY SCHEDULE**

1. Supplements will be based on the current Performance Placement Schedule with the salary for a BA/BS teacher with 0 years of experience as the base.
2. Outline of the duties to be performed to earn a supplement shall be written by the school administrator and signed by the teacher involved and the school administrator. One copy is to remain with the administrator, one with the teacher and another copy filed with the Superintendent's office by October 1 of each school year.
3. No supplement shall be paid when job performance is not in accordance with the agreed outline.
4. Any employee may receive more than one supplement, but not more than three (3) supplements for duties performed and shall be subject to conditions of Item Number 3 of this schedule. Miscellaneous supplements will not count as one of the three.
5. All supplements listed in this schedule are granted only on the basis of one school year.
6. No employee hired for the position contained in this schedule shall be paid less than the percentages indicated.
7. Personnel supplemented for athletics will be paid up to ten percent (10%) of their supplement for participation in post season athletic competition in the following manner: two percent (2%) will be paid for participation in each level of competition.
8. Personnel hired for the position of band director and/or choir director will automatically receive the supplement and will be expected to perform the duties described in order to retain that position.
9. To qualify as a Department Head (Sr./Post Secondary), the department must contain no less than four (4) full-time instructional personnel. Teachers who are assigned to departments with fewer than four full-time instructional personnel shall be given the opportunity to apply for a department head position which may be created by combining two or more departments.
10. To qualify as a Team Leader or Grade Group Chair, the team must contain no less than four (4) full-time instructional personnel. Special area personnel shall be included in grade group teams and shall be given the opportunity to apply for a team leader or grade group chair position. Any teacher, who performs the essential duties of the team leader/grade group chair on a consistent, regular basis, shall receive the supplement regardless of the title given the position.
11. Special area personnel (Art, Music, PE, Media, Guidance, etc.) may be given an opportunity to form a special area group and qualify for a grade group chair. This supplement shall be subject to the facility manager's approval.

12. In sports supplements which are seasonal in nature, the employee will be due full compensation for such. For supplemental employees who separate employment before the end of the school year, supplements will be paid as follows:
  - A. If the supplemented activities have been completed, the employee will receive the entire percentage indicated.
  - B. If the supplemented activities have not been completed, or are of a year-round nature, such supplement shall be paid on the proportion of the job completed.
13. Supplemental positions shall be filled by teachers. In the event that there are no qualified teachers who have applied for the position, the Association and the District shall enter into a Memorandum of Agreement for no more than one year to allow the position to be filled by a non-teacher. Under no circumstances, however, shall the supplement be paid to an administrator.
14. Schools will receive school improvement team supplements based on this formula beginning in school year 2006-2007:
  - 0-799 Students receive four (4) teacher supplements
  - 800-1299 Students receive six (6) teacher supplements
  - 1300+ Students receive eight (8) teacher supplements
15. Beginning in school year 2008-2009 Elementary and Middle schools will receive funding from the District for Department Heads, Team Leaders, or Grade Group Chairs according to this formula:
  - 0-599 Students receive three (3) teacher supplements
  - 600-799 Students receive four (4) teacher supplements
  - 800-1049 Students receive five (5) teacher supplements
  - 1050-1299 Students receive six (6) teacher supplements
  - 1300+ Students receive seven (7) teacher supplements

Middle schools will receive one additional team leader/department head for their ASPIRE teachers.

#### **SENIOR HIGH SCHOOL**

#### **PERCENT**

Athletic Director.....	14%
Head Coach – baseball, basketball, soccer, softball, track, volleyball, wrestling.....	10%
Assistant Coaches (same sports as above & football) .....	9%
Head Coach–golf, swimming, tennis, rhythmic gymnastics, cross country, weight lifting .....	6%
Assistant Coach (same sports as above) .....	4%
Head Coach, Boys/Girls – golf, swimming, tennis, cross country. To be paid this supplement a coach must have a minimum of five (5) boys and five (5) girls participating on each team.....	10%
Band Director .....	16%
Assistant Band Director.....	9%
Choir Director.....	8%
Cheerleader Sponsor .....	7%
Assistant Cheerleader Sponsor.....	6%
Drama Coach .....	4%
Department Heads with administrative planning period.....	4%

<b>SENIOR HIGH SCHOOL</b>	<b>PERCENT</b>
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Department Heads without administrative planning period .....	6%
Club Sponsors with administrative planning period .....	2%
Club Sponsors without administrative planning period .....	3%
Annual Sponsor .....	4%
Academic Team Coach (one per school) .....	3%
Newspaper Sponsor.....	4%

<b>MIDDLE SCHOOL</b>	<b>PERCENT</b>
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Middle School Athletic Director.....	7%
Middle School Intramural Coach.....	7%
Head Coach – basketball, football, soccer, softball, track, volleyball, wrestling .....	7%
Head Coach – tennis.....	5%
Head Coach, Boys/Girls – tennis – To be paid this supplement a coach must have a minimum of five (5) boys and girls participating on each team .....	7%
Assistant Coaches .....	5%
Band Director .....	11%
Choir Director .....	6%
Cheerleader Sponsor .....	6%
Team Leader/Grade Group Chair.....	6%
Academic Team Coach (one per school) .....	3%

**ELEMENTARY SCHOOL**

Elementary Intramural Coach .....	6%
Grade Group Chair/Team Leader.....	6%

**MISCELLANEOUS**

Resource Teacher.....	6%
Title I School-Wide Plan Coordinator.....	6%
School Psychologist .....	10%
School Social Worker.....	6%
Bus Duty with additional planning period.....	2%
Bus Duty without additional planning period .....	3%
Teachers at New Horizons, St. Andrew, Margaret K. Lewis School in Millville and DJJ .....	5%
School Improvement Team Member .....	3%
Peer Teacher (with a maximum of 4 teachers to each Peer Teacher) <i>Grant Funded</i> .....	6%
Teacher serving as: District History Fair Coordinator 6-12, District Middle School Science Fair Coordinator, District High School Science Fair Coordinator .....	5%
*Teacher with one (1) additional period of teaching/full year (two (2) per department).....	15%
*Teacher with one (1) additional period of teaching/semester (two (2) per department).....	7.5%
*Teacher on Block Schedule with one (1) additional period of teaching/ Full year (two (2) per department).....	20%
*Teacher on Block Schedule with one (1) additional period of teaching/ Semester (two (2) per department).....	10%

*\*Teachers must be certified for the course they are selected to teach. Positions will be advertised as specified in Article X (10.2) of the contract.*

*In accordance with Florida State Statute 1012.22, all individuals hired after July 1, 2011 with an advanced degree in the individual's area of certification will receive payment as indicated on the Placement Schedule for applicable degree as a supplement as this amount will not be included in the individual's base salary.*

### **CONSULTANT FEES FOR INSTRUCTIONAL STAFF EMPLOYEES**

\$100.00	per day for individuals without degrees but certified in specific areas of expertise (CPR, First Aid, etc.)
\$150.00	per day of presentations for consultants with degrees and expertise/training in the area(s) of presentation for services which do not occur within the normal 196 days of contracted services.
\$250.00	per day of presentation for workshops lasting five or more days having ten or more participants. Consultants must have a degree and expertise/training in the areas of presentation for services which do not occur within the normal 196 days of contracted services.
\$ 55.00	planning fee may be paid for each day of presentation.

### **Informational Notes**

**PART-TIME HOURLY RATE:** Teachers employed less than 7 ½ hours per day during the regular school year and teachers employed on additional contracts or for curriculum development projects or special training/staff development projects shall be paid an hourly rate in accordance with their position on the Placement Schedule.

**Instructional Personnel Compensation:** In accordance with State Statute, beginning July 1, 2014 all instructional personnel must receive an Effective or Highly Effective performance evaluation rating in order to qualify for a salary increase. Such salary increases are not automatic and they are not necessarily a movement from one level on the Placement Schedule to another. Any salary increase will be determined through negotiation and will conform to all applicable Florida Statutes.

BA/BS	is equivalent to a Bachelor's Degree earned at a standard institution of higher learning.
MA/MS	is equivalent to a Master's Degree earned at a standard institution of higher learning.
6 <sup>th</sup> YR	is equivalent to a Specialist Ed. Degree from a standard institution of higher learning. Those who have completed the course requirements for planned doctoral program and have been approved for their dissertation will be paid at this level.
DOCTORAL	is equivalent to a Doctorate Degree earned at a standard institution of higher learning.

## **2018-2019 Differentiated Pay For Instructional Staff**

### **Critical Shortage Areas**

Autism	Biology
Chemistry	Math 6-12
Reading –Secondary Teachers Only (6-12)	Hearing Impaired
Visually Impaired	ESE Pre-K
Physics	

Categories are added to the Critical Shortage Areas of employment when five (5) or less qualified and certified applicants apply for positions with Bay District Schools (as evidenced by data in the HR Department).

### **Critical Shortage Incentives**

1. Teachers adding an endorsement or certification to their Teacher Certification in a subject area the District has declared a critical shortage (listed above) will receive a one-time bonus of \$1,000 provided they complete a school year (as defined by the Florida retirement system rules) teaching in the critical shortage area and obtain an Effective or higher rating on his/her Instructional Practice and Deliberate Practice. This will not be retroactive for those teachers already having such certification/endorsement.

2. Teachers certified in fields identified by Bay District Schools as critical shortage areas may be paid a one-time new hire bonus of \$5,000 provided they complete a school year (as defined by Florida Retirement System rules), teach in the critical shortage area, and obtain an "Effective" or higher rating on his/her Instructional Practice and Deliberate Practice. Teachers may receive this bonus only one time in any single certification in their teaching career with Bay District Schools.

### **Endorsements**

The District will pay the certification test fees for the addition of ESOL, Gifted, and/or Reading add-on endorsements to the teaching certificate. The payment of these fees is contingent on the availability of grant funds.

### **Instructional Supplements Paid for Additional Responsibilities**

Athletics – Coaching Positions  
Extracurricular Sponsors – Band, Drama, Choir, etc.  
Department Heads  
Grade Group Chair  
Team Leader  
Academic Team Coach  
School Improvement Team Member  
Resource Teachers

### **Level of Job Performance Difficulties**

Teachers at "center" schools with high risk of personal injury due to students with a history of aggressive behavior will be paid a supplement: New Horizons, St. Andrew, Margaret K. Lewis School in Millville.

## **Memorandum of Understanding Concerning "Educational Emergency" Provisions of "D" or "F" Schools**

The following is a memorandum of understanding between the Bay District School Board (BDSB) and the Association of Bay County Educators (ABCE) with regard to "Educational Emergency" provisions of s. 1001.42(21), F.S. Provisions of the MOU take effect immediately upon ratification by both parties.

The BDSB and the ABCE acknowledge schools that have been rated by the state as a "D" or an "F" must take necessary steps to improve student achievement in order to move the district out of Educational Emergency Status.

To comply with the requirement that an Educational Emergency exists in Bay District Schools when one or more schools receive a school grade of D or F, the Board and ABCE agree to the following for teachers at schools rated with a school grade of D or F:

- The District and/or External Partner/Operator has the freedom to structure the length of the school day for students and teachers in order to implement new strategies and curriculum to address student learning. This may include extending the instructional load up to 360 minutes per day.
- Upon initial appointment of a new principal, all instructional positions shall be considered vacant and subject to hiring/rehiring at the discretion of the principal. Those instructional staff members who are continuing contract teachers or who may have been renewed by the previous principal prior to school grades being released will be employed within the district.
- The District and/or External Partner/Operator may recruit and hire qualified teachers who meet certification requirements. Vacancies that occur shall be advertised in accordance with the contract, but may be filled after forty eight hours (work days), if an available, certified and qualified applicant is available.
- The principal has the authority to select qualified instructional applicants or to refuse the placement or transfer of instructional personnel. The school average of teachers with a state VAM must at least mirror the district's state VAM average or may exceed HE/E percentages. For those without a state VAM, principals shall hire teachers who received an overall evaluation rating of HE or E in the most recent year available, if such data exists.
- Once a teacher signs a contract at a school rated D or F, he/she shall adhere to the assignment for the duration of that contract year. He/she may not apply, interview, or accept an instructional position within the Bay District Schools for that contracted school year without the principal's permission. After a year of service, a teacher wishing to transfer at the end of the year may apply for any position.
- If at any time, the principal decides the teacher is not to be retained, the teacher, unless they are in probationary status, will be transferred to another position within the district. The Executive Director of HR will work with the teacher to determine the most appropriate placement and every effort will be made to place the teacher in a position for which he or she is certified.

- In the case of an External Operator (E.O.), instructional staff evaluated by the E.O. will use the Bay District Schools evaluation system, unless otherwise directed by D.O.E.
- Teachers shall adhere to the District and/or External Partner/Operator's curricular/instructional expectations including but not limited to:
  - following district curriculum and district pacing guides, district lesson planning protocols (unless otherwise directed by an External Partner/Operator);
  - devoting reasonable time to additional professional development and preparatory time required to achieve and maintain high-quality education. This shall not exceed 32 hours per nine weeks, and shall be approved by the district office. Teachers will also be afforded regular preparatory time during their work day as defined by the ABCE contract. Such preparatory time may include common planning periods. Teachers shall be paid in accordance with the contract for weekend and/or summer PD.
  - participating in academic coaching and improvement cycles including the use of electronic recording devices for the sole purposes of professional development. Teachers shall be given 24 hours' notice prior to the use of the electronic device and each individual teacher shall not be recorded more than three times per nine week grading period, unless the teacher requests additional recordings.
  - participating in announced and unannounced walkthroughs using data collection forms which may be used in teacher evaluations (appropriate and timely written feedback will be provided to teachers);
  - completing home visitations by teachers may be required but shall not be completed in isolation. An SRD, social worker, parent liaison, guidance counselor or administrator, must be in attendance with the teacher. Teachers shall receive training on home visitations before being required to perform such visitations.

### **Recruitment/Retention Bonuses**

- The total amount of recruitment/retention bonuses will not exceed \$500,000.00 annually. This amount does not include Turnaround Years 3 or more.
- For the purpose of the recruitment/retention bonus, the term "teacher" is defined as all personnel paid on the Instructional Salary Schedule.

### **Turnaround Years 1 and 2:**

- Teachers selected to work at a school in Years 1 and 2 of Turnaround will receive a uniform bonus of up to \$5,000.00. The full amount of the bonus will be paid for teachers who work the full school year and those who work less than the full school year will receive a pro-rated amount. Payment of the bonus shall begin with the second pay check after the FTE mini count.
- When the school grade increases to "C" or better, the school exits Turnaround Status. At the recommendation of the Superintendent and the approval of the Board, a recruitment/retention bonus in the amount of up to



\$5,000.00 may be paid to instructional staff for the year following the D or F school grade rating. This applies to returning instructional staff and newly recruited instructional staff. Bonus payments will begin within two pay periods of the release and finalization of school grades and pro-rated accordingly for late hires.

- Appendix F will sunset on June 30, 2018, and all bonuses to be awarded will follow this newly established criteria. Beginning July 1, 2018, this MOU will become Appendix F in the contract.

**Turnaround Years 3 or more:**

- Teachers selected to work at a school in Year 3 of Turnaround will receive a uniform bonus of an amount to be negotiated between the District, ABCE and the External Partner/Operator, but will not be less than \$5,000.00. The full amount of the bonus will be paid for teachers who work the full school year and those who work less than the full school year will receive a pro-rated amount. Payment of the bonus shall begin with the second pay check after the FTE mini count.
- When the school grade increases to "C" or better, the school exits Turnaround Status. At the recommendation of the Superintendent and the approval of the Board, a recruitment/retention bonus may be negotiated between the District and the External Partner/Operator for the year following the D or F school grade rating. This applies to returning instructional staff and newly recruited instructional staff. Bonus payments will begin within two pay periods of the release and finalization of school grades and pro-rated accordingly for late hires.
- Appendix F will sunset on June 30, 2018, and all bonuses to be awarded will follow this newly established criteria. Beginning July 1, 2018, this MOU will become Appendix F in the contract.

No teacher shall be involuntarily transferred to a school under the provisions of Educational Emergency.

All teachers who are hired under the provisions of this memorandum shall be given a contract outlining their duties and potential bonuses. Duties and bonuses shall be consistent with this MOU. The teacher and hiring administrator must sign this document upon hiring for the teacher to remain at the location.

## BEACON

Teachers employed as Beacon Center Course Facilitators that involve online mentoring will be paid for each assessment for which they have responded and provided feedback. The facilitator working in this capacity would be working outside of the contracted day, must be approved in advance by a project administrator, and would provide appropriate documentation. The funding for this payment would be provided exclusively from the Beacon Learning Center Enterprise Fund dba Beacon Educator. No funding from any other district funding source shall be used to fund this supplement.

Assessments shall be paid per the following schedule.

- Level 1 courses \$2.00 per assessment
- Level 2 courses \$6.50 per assessment
- Level 3 courses \$16.50 per assessment
- Level 4 courses \$33.00 per assessment
- Level 5 courses \$12.00 per assessment

Teachers employed as Adjunct Online Instructors for Bay Virtual School that involves online student facilitation for grades 6-12 will be paid as identified according to the following schedule. The funding for this payment would be provided exclusively from the Virtual School budget.

Course Type	Payment Amount
AM	\$140 per one half credit course per student for grades 6 through 8 based on successful completion with a passing grade.
BM	\$150 per one half credit course per student for grades 6 through 8 based on successful completion with a passing grade.
CM	\$160 per one half credit course per student for grades 6 through 8 based on successful completion with a passing grade.
DM	\$170 per one half credit course per student for grades 6 through 8 based on successful completion with a passing grade.
AH	\$140 per one half credit course per student for grades 9 through 12 based on credits earned.
BH	\$150 per one half credit course per student for grades 9 through 12 based on credits earned.
CH	\$160 per one half credit course per student for grades 9 through 12 based on credits earned.
DH	\$170 per one half credit course per student for grades 9 through 12 based on credits earned.

# **INSTRUCTIONAL SUBSTITUTES**

## **Daily Instructional Substitute Pay**

Instructional substitutes are required to have a minimum of a high school diploma. Rate of pay will be \$10.00 per hour.

Instructional substitutes with a Master's Degree will be paid \$12.00 per hour.

## **On-Call Instructional Substitute Pay**

On-Call instructional substitutes as designated by the Human Resources Department will be paid \$14.28 per hour.

## **Instructional Aviation Substitute Pay**

Instructional Aviation Substitutes for Haney Technical Center will be paid \$22.50 per hour. This substitute classification requires the substitute to be Federal Aviation Administration qualified and certified.

## **Pre-Conditional and Conditional Substitute Pay**

Pre-Conditional and Conditional Substitutes will be paid \$22.50 per hour. This substitute classification requires the substitute to complete and sign an agreement issued by the Human Resources Department. Individuals in this classification are working towards certification by the Florida Department of Education and are filling a vacant instructional position on a full-time basis.

# **LICENSED PERSONNEL**

## **LICENSED PERSONNEL**

- A. Licensed salaries are paid according to the highest level of training and approved experience using Placement Schedule "5".
- B. In determining eligibility for benefits, full-time employees are those who are employed a minimum of six (6) hours daily, five (5) days per week in permanently established positions.
- C. Full-time Licensed individuals receive the following paid holidays:

Monday, September 3, 2018	Tuesday, December 25, 2018
Monday, November 12, 2018	Tuesday, January 1, 2019
Thursday, November 24, 2018	Monday, January 21, 2019
- D. The Board shall provide full-time Licensed Personnel with basic comprehensive, hospital-medical-obstetrical, major medical and group life insurance protection for a twelve (12) month period. The employee shall be responsible for paying the remaining amount for coverage above the Board contribution amount established. Plans for additional coverage are available to the employee at their expense.
- E. Each employee employed on a full-time basis shall be entitled to one day of sick leave for each month of employment. Such sick leave shall be cumulative from year to year, and there shall be no limit on the number of days of sick leave an employee may accrue.
- F. Licensed Personnel who are employed for a ten (10) month period or one hundred ninety-six (196) days, will receive payments processed over a twenty (20) check payment cycle.
- G. Positions for Contract Salary Licensed Personnel will be established for eight (8) working hours per day. Positions for Hourly Licensed Personnel can be established at varying hours per day based upon position requirements.

All Licensed Personnel working six (6) or more hours a day shall be provided an unpaid, duty free meal period of no less than thirty (30) minutes.
- H. Licensed Personnel will be paid \$65.00 per day for participation (outside of normal contract period) in workshops and/or special curriculum development projects. (Rate is based upon a six (6) hour day.)
- I. Employees do not receive an automatic step on a Placement Schedule for pay increase.
- J. Salary increases will be recommended by the Superintendent of Schools and approved by the School Board. Pay increases will only be given to licensed personnel receiving an evaluation of Highly Effective or Effective.
- K. Employees on Placement Schedule "5" are on annual contract.

**2018-2019 CLASSIFICATION AND PAYGRADES  
FOR LICENSED PERSONNEL**  
(Refer to Placement Schedule 5)

<b>LICENSED PERSONNEL</b>	<b>PAYGRADE</b>
School Psychologist .....	7M
Speech Language Therapist/Masters .....	7M
Occupational Therapist .....	7
Occupational Therapist/Masters Degree .....	7M
Physical Therapist .....	7
Physical Therapist/Masters Degree .....	7M
Audiologist/Masters .....	7M
Behavior Analyst .....	7
Behavior Analyst/Masters Degree .....	7M
Supervisory Nurse .....	4
Supervisory Nurse/Masters Degree .....	4M
Registered Nurse/Associates Degree .....	3
Registered Nurse/Bachelors Degree .....	3B
Registered Nurse/Masters Degree .....	3M
Physical Therapy Assistant .....	2
Certified Occupational Therapy Assistant .....	2
Social Worker/Masters Degree w/License in Florida .....	7

**NON-LICENSED PERSONNEL**

Social Worker/Masters Degree w/MSW .....	6
Social Worker/Bachelors Degree w/BSW .....	5

**Educational Interpreter for Hearing Impaired**

National Registry of Interpreters for the Deaf Certification, Educational Interpreter Performance Assessment (EIPA) Score of 4.0 or above.....	LH5
Educational Interpreter Evaluation, Quality Assurance (QA) III, or EIPA Score of 3.0 – 3.9 .....	LH4
(QA) II, or EIPA Score of 2.5 – 2.9 .....	LH3
(QA) I, or EIPA Score of 2.0 – 2.4 .....	LH2
No Certification or Qualifying Credentials .....	LH1

**NOTES:**

Licensed personnel, upon the recommendation of their supervisor, may be granted up to the maximum number of years allowed on the pay schedule. These years of experience must be approved by the Human Resources Department and recommended by the Superintendent.

A therapist designated as the coordinating therapist will receive a supplement equal to the supplement paid to resource teachers.

Educational Interpreter for the Hearing Impaired designated as the Coordinating Educational Interpreter will receive a supplement of \$1,500.00.

Educational Interpreter for Hearing Impaired are annual contract employees and are employed student days only.

Placement Schedule 5 Licensed Personnel

Effective: July 1, 2013

Shared Positions

PG	00	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
L01	26,020	26,020	26,020	26,020	26,020	26,127	26,135	26,226	26,684	27,375	28,067	28,739	29,429	30,120	30,793	31,484	32,175	32,847	33,539	34,231	34,902	35,593	36,285	36,959	37,648	37,657
L02	27,382	27,382	27,382	27,382	27,382	27,490	27,497	27,589	28,126	28,878	29,632	30,385	31,138	31,890	32,641	33,395	34,129	34,901	35,654	36,406	37,158	37,932	38,665	39,418	40,170	40,179
L03	31,025	31,025	31,025	31,025	31,025	31,133	31,140	31,230	31,789	32,541	33,272	34,026	34,778	35,553	36,305	37,038	37,790	38,541	39,315	40,069	40,802	41,554	42,305	43,079	43,831	43,843
L38	34,128	34,128	34,128	34,128	34,128	34,246	34,254	34,353	34,968	35,795	36,599	37,429	38,256	39,108	39,936	40,742	41,569	42,395	43,247	44,076	44,882	45,709	46,536	47,387	48,214	48,227
L3M	36,628	36,628	36,628	36,628	36,628	36,746	36,754	36,853	37,468	38,295	39,099	39,929	40,756	41,608	42,436	43,242	44,069	44,895	45,747	46,576	47,382	48,209	49,036	49,887	50,714	50,727
L04	34,687	34,687	34,687	34,687	34,687	34,795	34,802	34,892	35,431	36,162	36,935	37,688	38,441	39,193	39,926	40,699	41,452	42,205	42,958	43,689	44,461	45,216	45,969	46,722	47,475	47,483
L4M	37,187	37,187	37,187	37,187	37,187	37,295	37,302	37,392	37,931	38,662	39,435	40,188	40,941	41,693	42,426	43,199	43,952	44,705	45,458	46,189	46,961	47,716	48,469	49,222	49,975	49,983
L05	38,328	38,328	38,328	38,328	38,328	38,435	38,443	38,534	39,071	39,823	40,578	41,331	42,104	42,835	43,588	44,340	45,095	45,865	46,599	47,352	48,105	48,858	49,629	50,383	51,115	51,125
L06	41,970	41,970	41,970	41,970	41,970	42,077	42,084	42,174	42,713	43,487	44,239	44,993	45,725	46,477	47,251	48,002	48,756	49,488	50,241	51,014	51,767	52,520	53,271	54,004	54,777	54,786
L07	57,431	57,431	57,431	57,431	57,431	57,538	57,546	57,638	58,053	58,704	59,336	60,006	60,559	61,331	62,000	62,670	63,362	64,075	64,768	65,479	66,212	66,924	67,655	68,387	69,139	69,150
L7M	59,931	59,931	59,931	59,931	59,931	60,038	60,046	60,138	60,553	61,204	61,836	62,506	63,159	63,831	64,500	65,170	65,862	66,575	67,268	67,979	68,712	69,424	70,155	70,887	71,639	71,650

Hourly Positions (Interpreters)

PG	00	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
LH1	16,5944	16,5944	16,5944	16,5944	16,5944	16,626	16,677	16,728	17,0179	17,4585	17,8999	18,3284	18,7685	19,2092	19,6384	20,0791	20,5198	20,9483	21,3897	21,8310	22,2589	22,6996	23,1409	23,5708	24,0102	24,0159
LH2	17,4630	17,4630	17,4630	17,4630	17,4630	17,5319	17,5864	17,5950	17,9375	18,4171	18,8980	19,3782	19,8584	20,3380	20,8170	21,2978	21,7659	22,2583	22,7385	23,2181	23,6977	24,1913	24,6588	25,1390	25,6186	25,6244
LH3	19,7864	19,7864	19,7864	19,7864	19,7864	19,8552	19,8597	19,9171	20,2736	20,7532	21,2194	21,7003	22,1798	22,6741	23,1537	23,6312	24,1008	24,5797	25,0733	25,5542	26,0217	26,5013	26,9802	27,4739	27,9534	27,9611
LH4	22,1218	22,1218	22,1218	22,1218	22,1218	22,1907	22,1952	22,2526	22,5963	23,0625	23,5555	24,0357	24,5159	24,9955	25,4630	25,9560	26,4362	26,9165	27,3967	27,8679	28,3552	28,8367	29,3170	29,7972	30,2774	30,2825
LH5	24,4439	24,4439	24,4439	24,4439	24,4439	24,5121	24,5172	24,5753	24,9177	25,3973	25,8788	26,3591	26,8520	27,3182	27,7985	28,2781	28,7596	29,2506	29,7188	30,1990	30,6792	31,1594	31,6511	32,1320	32,5989	32,6052

# **ADMINISTRATIVE/ SUPERVISORY PERSONNEL**



## **ADMINISTRATIVE/SUPERVISORY PERSONNEL**

- A. All full-time Administrative/Supervisory employees employed for 12 months will be paid an annual salary commensurate with experience, classification and paygrade, using Placement Schedule 2.
- B. All full time Administrative/Supervisory employees employed for 12 months receive the following paid holidays:

Wednesday, July 4, 2018	Monday, December 24, 2018
Monday, September 3, 2018	Tuesday, December 25, 2018
Monday, November 12, 2018	Tuesday, January 1, 2019
Thursday, November 22, 2018	Monday, January 21, 2019
Friday, November 23, 2018	Monday, May 27, 2019
- C. All personnel on a 12 month basis shall be entitled to annual leave cumulative to no more than 480 hours at the end of any fiscal year. The annual leave allowance shall be:

4 hours monthly	0-4 year employees
6 hours monthly	5-9 year employees
8 hours monthly	10-14 year employees
10 hours monthly	15 years and up employees

Each employee employed on a full-time basis shall be entitled to one day of sick leave for each month of employment. Such sick leave shall be cumulative from year to year, and there shall be no limit on the number of days of sick leave an employee may accrue.
- D. As part of a cost saving measure to conserve energy, all facilities will be closed and all twelve month employees will be off for four weeks. The four weeks are:

July 2-6, 2018
December 24, 2018 – January 4, 2019
March 18-22, 2019
- E. Administrative/Supervisory Certificated employees holding a specialist's degree will be paid a supplement of \$1,382. Those certificated employees holding a doctorate degree will be paid a supplement of \$2,764.
- F. The Board shall provide Administrative/Supervisory Personnel with basic comprehensive, hospital-medical-obstetrical, major medical and group life insurance protection for a twelve (12) month period. The employee shall be responsible for paying the remaining amount for coverage above the Board contribution amount established. Plans for additional coverage are available to the employee at their expense.
- G. In special circumstances and with the approval of the School Board, the Superintendent may appoint additional members to the Board's collective bargaining team.
- H. Interim or Acting Administrators will be paid at the appropriate paygrade.
- I. Individuals assigned to paygrade 00 may be paid on an hourly basis. The hourly rate will be calculated by dividing the appropriate paygrade

and experience level by the total annual hours required for the full-time positions.

- J. Instructional Specialists will be paid \$65.00 per day for participation (outside of normal contract period) in workshops and/or special curriculum development projects. (Rate is based upon a six (6) hour day.)
- K. Instructional Specialist
  1. Employed 196 days annually.
  2. Paid monthly in 11 equal payments.
- L. Employees do not receive an automatic step on a Placement Schedule for pay increase.
- M. Administrative salary increases will be recommended by the Superintendent of Schools and approved by the School Board. Pay increases will only be given to administrators receiving an evaluation of Highly Effective or Effective.

**2018-2019 CLASSIFICATION AND PAYGRADES  
FOR ADMINISTRATIVE/SUPERVISORY PERSONNEL**  
(Refer to Placement Schedule 2)

**CERTIFICATED PERSONNEL** **PAYGRADE**

Deputy Superintendent .....	48
Assistant Superintendent for Teaching and Learning Services .....	45
Executive Director .....	43
Director .....	39
Project Director, Beacon Learning Center .....	37
Supervisor .....	37
Coordinator .....	35
Content Development Leader for Beacon.....	35
Projects Coordinator for Beacon .....	35
Program Specialist .....	28
Administrator on Special Assignment .....	TBD*
Instructional Specialist.....	A/6-7
Instructional Specialist with a Bachelor's Degree	A6
Instructional Specialist with a Master's Degree	A7

**NON-CERTIFICATED PERSONNEL**

Executive Director for Business Support Services (CFO) .....	43
General Manager of Purchasing, Contracting and Materials Management....	42
Director of Management Information Systems .....	39
Director of Facilities.....	39
Director of Transportation .....	39
Director of Communications .....	39
Manager of Financial Services .....	29
Insurance & Risk Manager.....	39
Supervisor of Maintenance .....	37
Chief Community Relations Officer for Tom P. Haney Technical Center. . .	36
Budget & Business Services Manager.....	29
Food Service Program Specialist .....	28
Payroll Officer.....	25
Purchasing Agent .....	22
Transportation Operations Supervisor .....	20
District Safety, Security, and Police Chief .....	19
Stadium Manager.....	19
Finance Officer.....	18
Fleet Manager (Transportation).....	15
Public Relations Specialist .....	15
Logistics Support Supervisor .....	11
Internal Accounts Auditor.....	11
District Safety, Security, and Assistant Police Chief .....	11
Assistant Finance Officer .....	9
Assistant Payroll Officer .....	9
Property Records Manager .....	9
Assistant Purchasing Agent .....	9
Warehouse Manager.....	9
Carpenter Shop Supervisor .....	7

\*TBD – To Be Determined

**NON-CERTIFICATED PERSONNEL (Continued)****PAYGRADE**

HVAC Shop Supervisor.....	7
Plumbing/Heating Shop Supervisor .....	7
Electrical Shop Supervisor .....	7
Route Manager .....	5
Material Controller/Fleet Manager (Maintenance) .....	5
Bay Base Site Manager .....	00

## **SCHOOL-BASED INSTRUCTIONAL ADMINISTRATIVE PERSONNEL**

- A. All full-time School-Based Instructional Administrative Personnel will be paid an annual salary commensurate with experience, classification and paygrade, using Placement Schedule 2.
- B. All full time School-Based Instructional Administrative Personnel employed for 12 months receive the following paid holidays:
- |                             |                            |
|-----------------------------|----------------------------|
| Wednesday, July 4, 2018     | Monday, December 24, 2018  |
| Monday, September 3, 2018   | Tuesday, December 25, 2018 |
| Monday, November 12, 2018   | Tuesday, January 1, 2019   |
| Thursday, November 22, 2018 | Monday, January 21, 2019   |
| Friday, November 23, 2018   | Monday, May 27, 2019       |
- C. All personnel on a 12 month basis shall be entitled to annual leave cumulative to no more than 480 hours at the end of any fiscal year. The annual leave allowance shall be:
- |                  |                           |
|------------------|---------------------------|
| 4 hours monthly  | 0-4 year employees        |
| 6 hours monthly  | 5-9 year employees        |
| 8 hours monthly  | 10-14 year employees      |
| 10 hours monthly | 15 years and up employees |
- Each employee employed on a full-time basis shall be entitled to one day of sick leave for each month of employment. Such sick leave shall be cumulative from year to year, and there shall be no limit on the number of days of sick leave an employee may accrue.
- D. As part of a cost saving measure to conserve energy, all facilities will be closed and all twelve month employees will be off for four weeks. The four weeks are:
- July 2-6, 2018  
December 24, 2018 – January 4, 2019  
March 18-22, 2019
- E. Administrative/Supervisory Certificated employees holding a specialist's degree will be paid a supplement of \$1,382. Those certificated employees holding a doctorate degree will be paid a supplement of \$2,764.
- F. The Board shall provide full-time School-Based Instructional Administrative Personnel with basic comprehensive, hospital-medical-obstetrical, major medical and group life insurance protection for a twelve (12) month period. The employee shall be responsible for paying the remaining amount for coverage above the Board contribution amount established. Plans for additional coverage are available to the employee at their expense.
- G. Principals and Assistant Principals are employed for 12 months.
- H. Assistant Administrators
1. Employed 196 days annually
  2. Paid monthly in 11 equal payments

3. Teaching experience will be counted toward years of experience on the paygrade for this position. If moved into Assistant Principal or district-level administrative positions, teaching experience will not be considered.
  4. Years of experience spent as Assistant Administrator will be counted as years of administrative experience for pay purposes on Placement Schedule 2.
  5. If an Assistant Administrator holds a bachelor's degree instead of a master's degree, they will be paid on Placement Schedule 2, paygrade 4.
- I. Assistant Administrators will be paid \$65.00 per day for participation (outside of normal contract period) in workshops and/or special curriculum development projects. (Rate is based upon a six (6) hour day.)
  - J. Individuals assigned to paygrade 0 may be paid on an hourly basis. The hourly rate will be calculated by dividing the appropriate paygrade and experience level by the total annual hours required for the full time positions.
  - K. Interim or Acting School-Based Administrators will be paid at the appropriate paygrade.
  - L. Employees do not receive an automatic step on a Placement Schedule for pay increase.
  - M. Administrative salary increases will be recommended by the Superintendent of Schools and approved by the School Board. Pay increases will only be given to administrators receiving an evaluation of Highly Effective or Effective (conform to all applicable Florida Statutes).

### ***ADMINISTRATIVE ALLOCATIONS – Per Staffing Formula***

#### Elementary Schools

- 1 Assistant Principal (12 month) (As of 2009-2010, current "Grandfathered in")
- 1 Assistant Administrator (10 month) (Beginning with 2010-2011 School Year)

#### K through 8 School

- 1 Principal
- 2 Assistant Principal
- 1 Assistant Administrator (10 month)

#### Pre-K through 12 School

- 2 Assistant Principal (12 month)
- 1 Assistant Administrator (10 month) for enrollment 0-900
- 2 Assistant Administrators (10 month) for enrollment 901-1200
- 3 Assistant Administrators (10 month) for enrollment 1201-1500
- 4 Assistant Administrators (10 month) for enrollment 1501+

#### Middle Schools

- 1 Assistant Principal (12 month)
- 1 Assistant Administrator (10 month) for enrollment 0-750
- 2 Assistant Administrators (10 month) for enrollment 751-1000

3 Assistant Administrators (10 month) for enrollment 1001-1300

High Schools

2 Assistant Principals (12 month)

1 Assistant Administrator (10 month) for enrollment 0-900

2 Assistant Administrators (10 month) for enrollment 901-1499

3 Assistant Administrators (10 month) for enrollment 1500-1799

4 Assistant Administrators (10 month) for enrollment 1800+

Rosenwald High School

1 Assistant Principal (12 month)

C. C. Washington

1 Assistant Principal (12 month)

Haney (funded through Workforce)

1 Assistant Director or Assistant Principal

1 Assistant Director

2 Assistant Administrators (11 month) Funded thru Workforce

New Horizons

1 Assistant Principal (12 month)

Margaret K. Lewis School in Millville

1 Assistant Principal (12 month)

St. Andrew School

1 Assistant Administrator (10 month)

**2018-2019 CLASSIFICATION AND PAYGRADES  
FOR SCHOOL-BASED ADMINISTRATIVE PERSONNEL**  
(Refer to Placement Schedule 2)

**CERTIFICATED PERSONNEL**

**PAYGRADE**

Principal of High Schools & Bozeman .....	44
Principal/Director of Haney Technical Center.....	44
Principal of Middle Schools, New Horizons, Margaret K. Lewis in Millville, Rosenwald High School & Breakfast Point Academy .....	42
Principal of C. C. Washington.....	39
Principal of Elementary Schools .....	39
Assistant Principal of High Schools, Bozeman,.....	36
Assistant Director for Haney/Workforce Education .....	36
Assistant Principal of Middle Schools, Rosenwald, Breakfast Point Academy, & New Horizons .....	34
Head Football Coach/Athletic Director .....	34
Head Football Coach.....	32
Assistant Principal of Margaret K. Lewis in Millville.....	30
Assistant Principal of Elementary Schools.....	28
Assistant Administrator.....	A7
Administrator on Special Assignment.....	TBD*
Turnaround Principal – Lateral Transfer.....	TBD*

*\*TBD – To Be Determined*



## **SALARIED ADMINISTRATIVE, NON-SUPERVISORY & TECHNICAL PERSONNEL**

A. All full-time Salaried Administrative, Non-Supervisory & Technical personnel employed for 12 months will be paid on annual salary commensurate with experience, classification and paygrade using Placement Schedule 2.

B. All full time Salaried Administrative, Non-Supervisory & Technical employees employed for 12 months receive the following paid holidays:

Wednesday, July 4, 2018	Monday, December 24, 2018
Monday, September 3, 2018	Tuesday, December 25, 2018
Monday, November 12, 2018	Tuesday, January 1, 2019
Thursday, November 22, 2018	Monday, January 21, 2019
Friday, November 23, 2018	Monday, May 27, 2019

C. All personnel on a 12 month basis shall be entitled to annual leave cumulative to no more than 480 hours at the end of any fiscal year. The annual leave allowance shall be:

4 hours monthly	0-4 year employees
6 hours monthly	5-9 year employees
8 hours monthly	10-14 year employees
10 hours monthly	15 years and up employees

Each employee employed on a full-time basis shall be entitled to one day of sick leave for each month of employment. Such sick leave shall be cumulative from year to year, and there shall be no limit on the number of days of sick leave an employee may accrue.

D. As part of a cost saving measure to conserve energy, all facilities will be closed and all twelve month employees will be off for four weeks. The four weeks are:

July 2-6, 2018  
December 24, 2018 – January 4, 2019  
March 18-22, 2019

E. The Board shall provide Salaried Administrative, Non-Supervisory & Technical Personnel with basic comprehensive, hospital-medical-obstetrical, major medical and group life insurance protection for a twelve (12) month period. The employee shall be responsible for paying the remaining amount for coverage above the Board contribution amount established. Plans for additional coverage are available to the employee at their expense.

F. Employees do not receive an automatic step on a Placement schedule for pay increase.

- G. Administrative salary increases will be recommended by the Superintendent of Schools and approved by the School Board. Pay increases will only be given to administrators receiving an evaluation of Highly Effective or Effective.

**2018-2019 CLASSIFICATION AND PAYGRADES  
SALARIED ADMINISTRATIVE, NON-SUPERVISORY  
& TECHNICAL PERSONNEL**

(See Placement Schedule 2)

	<b>PAYGRADE</b>
Project Supervisor/Technology and eLearning .....	39
Project Manager/Programming Systems .....	32
Project Manager/Building Code Inspector/Plans Examiner .....	30
Project Manager/Building Official .....	30
Property Manager .....	30
Supervisor of Security Management/Network Operations.....	30
Project Manager.....	28
Senior Systems Administrator.....	28
Web Database Manager .....	28
System Consultant I.....	28
System Consultant II.....	26
System Consultant III .....	18
Certification/Compliance HR Administrator .....	20
Installation and Maintenance Manager.....	18
Project Manager/IT Support Services.....	18
Project Manager/Network Operations.....	18
Energy & Conservation Manager .....	17
Budget Analyst .....	15
Webmaster .....	14
Lead Program Manager for Online Learning .....	13
System Analyst.....	12
Data Specialist.....	12
Instructional Network Specialist.....	11
Claims Investigator .....	10
Capital Projects Contracts Manager .....	9
Contracts Manager/Inspector.....	9
Program Manager for Online Learning .....	9
Instructional Network Technician .....	6
System Support Specialist.....	6
Food Service System Support Specialist.....	6
User Support Analyst.....	6
Sales and Marketing Assistant for Beacon Learning Center .....	2
Enterprise Office Manager for Beacon Learning Center .....	1
Web Technician .....	1
Safety Officer/Trainer .....	1

**10 Month Employees on Placement Schedule 2**

ITV Technology Manager..... A6

**Part Time Employees on Placement Schedule 2**

Fine Arts Operations Coordinator.....22

(Position will always be paid at level zero in regards to experience.)

Live Events Technical Operations Coordinator.....22

(Position will always be paid at level zero in regards to experience.)

## **2018-2019 DIFFERENTIATED PAY FOR ADMINISTRATORS**

### **High Risk of Personal Injury**

Principals, Assistant Principals and Assistant Administrators at schools with high risk of personal injury due to students with a history of aggressive behavior will receive an annual supplement of \$3,150 if they are assigned to:

Margaret K. Lewis School in Millville, St. Andrew, and New Horizons Learning Center

### **Evaluation Rating**

School-based instructional administrators' annual evaluation will include a student growth component. School-based instructional administrators are Principals, Assistant Principals, Assistant Administrators, and the Assistant Director and Director of Haney Technical Center.

Pay increases for administrative personnel will be based upon individuals' final evaluation ratings and will be differentiated between Highly Effective and Effective.

### **District Bargaining Team**

An annual supplement shall be paid to those approved by the Board as designated negotiators as follows:

For negotiating a full year contract:

Chairman	\$2,000
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Members (6)	\$1,300
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For negotiating a partial contract:

Chairman	\$1,500
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Members (6)	\$900
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**DIFFERENTIATED PAY FOR BAY DISTRICT SCHOOL-BASED PRINCIPALS,  
ASSISTANT PRINCIPALS, AND/OR ASSISTANT ADMINISTRATORS  
LEADING SCHOOLS THAT HAVE BEEN RATED BY THE FLDOE AS A "D" OR AN  
"F" AND ARE OPERATING IN TURNAROUND STATUS AS DEFINED BY THE  
FLDOE**

- In order to better assist schools in Turnaround Status as defined by the Florida Department of Education, the Superintendent may assign a one-time supplement of up to \$10,000.00 (paid throughout the school year) to principals and up to \$5,000.00 (paid throughout the school year) to assistant principals and/or assistant administrators ***recommended by the Superintendent to transfer and lead schools in Turnaround Status.***
- Principals, assistant principals, and/or assistant administrators who ***previously transferred or are currently assigned to a school in Turnaround Status*** may be assigned a supplement by the Superintendent of up to \$5,000.00 for the principal and up to \$2,500.00 for the assistant principal and/or assistant administrator.
- When the school grade increases to "C" or better, the school exits Turnaround Status. ***At the recommendation of the Superintendent and the approval of the Board, a recruitment/retention bonus*** in the amount of up to \$5,000.00 for the principal and up to \$2,500.00 for the assistant principal and/or assistant administrator may be paid for the year following the D or F school grade rating.

**School-based principals, assistant principals, and/or assistant administrators are only eligible to receive one (1) Turnaround Status supplement per year and eligibility will be evaluated on a yearly basis.**

Placement Schedule 2

Administrative & Supervisory Personnel and Salaried Non-Administrative, Non-Supervisory & Technical Personnel

Effective: July 1, 2017

PG	00	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
A6	36,034	38,434	38,834	39,234	39,634	40,034	40,434	41,134	41,934	42,594	43,234	44,034	44,834	45,634	46,334	47,394	48,354	49,314	50,274	51,234	52,194	53,154	54,114	55,074	56,034	56,994
A7	39,485	39,885	40,285	40,685	41,085	41,485	42,135	42,785	43,405	44,045	44,685	45,485	46,285	47,085	47,885	48,685	49,485	50,285	51,085	51,885	52,685	53,485	54,285	55,085	55,885	56,685
00	33,054	33,454	33,854	34,254	34,654	35,054	35,694	36,334	36,974	37,614	38,254	38,894	39,534	40,174	40,814	41,454	42,094	42,734	43,374	44,014	44,654	45,294	45,934	46,574	47,214	47,854
01	32,412	32,612	32,812	33,012	33,212	33,412	33,852	34,292	34,732	35,172	35,612	36,052	36,492	36,932	37,372	37,812	38,252	38,692	39,132	39,572	40,012	40,452	40,892	41,332	41,772	42,212
02	34,172	34,572	34,972	35,372	35,772	36,172	36,612	37,052	37,492	37,932	38,372	38,812	39,252	39,692	40,132	40,572	41,012	41,452	41,892	42,332	42,772	43,212	43,652	44,092	44,532	44,972
03	35,093	35,493	35,893	36,293	36,693	37,093	37,533	37,973	38,413	38,853	39,293	39,733	40,173	40,613	41,053	41,493	41,933	42,373	42,813	43,253	43,693	44,133	44,573	45,013	45,453	45,893
04	36,729	37,129	37,529	37,929	38,329	38,729	39,169	39,609	40,049	40,489	40,929	41,369	41,809	42,249	42,689	43,129	43,569	44,009	44,449	44,889	45,329	45,769	46,209	46,649	47,089	47,529
05	36,994	37,394	37,794	38,194	38,594	38,994	39,434	39,874	40,314	40,754	41,194	41,634	42,074	42,514	42,954	43,394	43,834	44,274	44,714	45,154	45,594	46,034	46,474	46,914	47,354	47,794
06	37,861	38,261	38,661	39,061	39,461	39,861	40,301	40,741	41,181	41,621	42,061	42,501	42,941	43,381	43,821	44,261	44,701	45,141	45,581	46,021	46,461	46,901	47,341	47,781	48,221	48,661
07	38,782	39,182	39,582	39,982	40,382	40,782	41,222	41,662	42,102	42,542	42,982	43,422	43,862	44,302	44,742	45,182	45,622	46,062	46,502	46,942	47,382	47,822	48,262	48,702	49,142	49,582
08	39,703	40,103	40,503	40,903	41,303	41,703	42,143	42,583	43,023	43,463	43,903	44,343	44,783	45,223	45,663	46,103	46,543	46,983	47,423	47,863	48,303	48,743	49,183	49,623	50,063	50,503
09	40,627	41,027	41,427	41,827	42,227	42,627	43,067	43,507	43,947	44,387	44,827	45,267	45,707	46,147	46,587	47,027	47,467	47,907	48,347	48,787	49,227	49,667	50,107	50,547	50,987	51,427
10	41,547	41,947	42,347	42,747	43,147	43,547	44,187	44,627	45,067	45,507	45,947	46,387	46,827	47,267	47,707	48,147	48,587	49,027	49,467	49,907	50,347	50,787	51,227	51,667	52,107	52,547
11	42,467	42,867	43,267	43,667	44,067	44,467	45,107	45,547	45,987	46,427	46,867	47,307	47,747	48,187	48,627	49,067	49,507	49,947	50,387	50,827	51,267	51,707	52,147	52,587	53,027	53,467
12	43,388	43,788	44,188	44,588	44,988	45,388	46,028	46,468	46,908	47,348	47,788	48,228	48,668	49,108	49,548	49,988	50,428	50,868	51,308	51,748	52,188	52,628	53,068	53,508	53,948	54,388
13	44,313	44,713	45,113	45,513	45,913	46,313	46,953	47,393	47,833	48,273	48,713	49,153	49,593	50,033	50,473	50,913	51,353	51,793	52,233	52,673	53,113	53,553	53,993	54,433	54,873	55,313
14	45,238	45,638	46,038	46,438	46,838	47,238	47,878	48,318	48,758	49,198	49,638	50,078	50,518	50,958	51,398	51,838	52,278	52,718	53,158	53,598	54,038	54,478	54,918	55,358	55,798	56,238
15	46,160	46,560	46,960	47,360	47,760	48,160	48,800	49,240	49,680	50,120	50,560	51,000	51,440	51,880	52,320	52,760	53,200	53,640	54,080	54,520	54,960	55,400	55,840	56,280	56,720	57,160
16	47,086	47,486	47,886	48,286	48,686	49,086	49,726	50,166	50,606	51,046	51,486	51,926	52,366	52,806	53,246	53,686	54,126	54,566	55,006	55,446	55,886	56,326	56,766	57,206	57,646	58,086
17	48,007	48,407	48,807	49,207	49,607	50,007	50,647	51,087	51,527	51,967	52,407	52,847	53,287	53,727	54,167	54,607	55,047	55,487	55,927	56,367	56,807	57,247	57,687	58,127	58,567	59,007
18	48,928	49,328	49,728	50,128	50,528	50,928	51,568	52,008	52,448	52,888	53,328	53,768	54,208	54,648	55,088	55,528	55,968	56,408	56,848	57,288	57,728	58,168	58,608	59,048	59,488	59,928
19	49,849	50,249	50,649	51,049	51,449	51,849	52,489	52,929	53,369	53,809	54,249	54,689	55,129	55,569	56,009	56,449	56,889	57,329	57,769	58,209	58,649	59,089	59,529	59,969	60,409	60,849
20	50,767	51,167	51,567	51,967	52,367	52,767	53,407	53,847	54,287	54,727	55,167	55,607	56,047	56,487	56,927	57,367	57,807	58,247	58,687	59,127	59,567	60,007	60,447	60,887	61,327	61,767
21	51,688	52,088	52,488	52,888	53,288	53,688	54,328	54,768	55,208	55,648	56,088	56,528	56,968	57,408	57,848	58,288	58,728	59,168	59,608	60,048	60,488	60,928	61,368	61,808	62,248	62,688
22	52,612	53,012	53,412	53,812	54,212	54,612	55,252	55,692	56,132	56,572	57,012	57,452	57,892	58,332	58,772	59,212	59,652	60,092	60,532	60,972	61,412	61,852	62,292	62,732	63,172	63,612
23	53,537	53,937	54,337	54,737	55,137	55,777	56,217	56,657	57,097	57,537	57,977	58,417	58,857	59,297	59,737	60,177	60,617	61,057	61,497	61,937	62,377	62,817	63,257	63,697	64,137	64,577
24	54,457	54,857	55,257	55,657	56,057	56,697	57,137	57,577	58,017	58,457	58,897	59,337	59,777	60,217	60,657	61,097	61,537	61,977	62,417	62,857	63,297	63,737	64,177	64,617	65,057	65,497
25	55,381	55,781	56,181	56,581	56,981	57,621	58,061	58,501	58,941	59,381	59,821	60,261	60,701	61,141	61,581	62,021	62,461	62,901	63,341	63,781	64,221	64,661	65,101	65,541	65,981	66,421
26	56,302	56,702	57,102	57,502	57,902	58,542	58,982	59,422	59,862	60,302	60,742	61,182	61,622	62,062	62,502	62,942	63,382	63,822	64,262	64,702	65,142	65,582	66,022	66,462	66,902	67,342
27	57,228	57,628	58,028	58,428	58,828	59,468	59,908	60,348	60,788	61,228	61,668	62,108	62,548	62,988	63,428	63,868	64,308	64,748	65,188	65,628	66,068	66,508	66,948	67,388	67,828	68,268
28	58,148	58,548	58,948	59,348	59,748	60,388	60,828	61,268	61,708	62,148	62,588	63,028	63,468	63,908	64,348	64,788	65,228	65,668	66,108	66,548	66,988	67,428	67,868	68,308	68,748	69,188
29	59,070	59,470	59,870	60,270	60,670	61,310	61,750	62,190	62,630	63,070	63,510	63,950	64,390	64,830	65,270	65,710	66,150	66,590	67,030	67,470	67,910	68,350	68,790	69,230	69,670	70,110
30	59,996	60,396	60,796	61,196	61,596	62,236	62,676	63,116	63,556	63,996	64,436	64,876	65,316	65,756	66,196	66,636	67,076	67,516	67,956	68,396	68,836	69,276	69,716	70,156	70,596	71,036
31	60,916	61,316	61,716	62,116	62,516	63,156	63,596	64,036	64,476	64,916	65,356	65,796	66,236	66,676	67,116	67,556	67,996	68,436	68,876	69,316	69,756	70,196	70,636	71,076	71,516	71,956
32	61,840	62,240	62,640	63,040	63,440	64,080	64,520	64,960	65,400	65,840	66,280	66,720	67,160	67,600	68,040	68,480	68,920	69,360	69,800	70,240	70,680	71,120	71,560	72,000	72,440	72,880
33	62,761	63,161	63,561	63,961	64,361	65,001	65,441	65,881	66,321	66,761	67,201	67,641	68,081	68,521	68,961	69,401	69,841	70,281	70,721	71,161	71,601	72,041	72,481	72,921	73,361	73,801
34	63,684	64,084	64,484	64,884	65,284	65,924	66,364	66,804	67,244	67,684	68,124	68,564	69,004	69,444	69,884	70,324	70,764	71,204	71,644	72,084	72,524	72,964	73,404	73,844	74,284	74,724
35	64,603	65,003	65,403	65,803	66,203	66,843	67,283	67,723	68,163	68,603	69,043	69,483	69,923	70,363	70,803	71,243	71,683	72,123	72,563	73,003	73,443	73,883	74,323	74,763	75,203	75,643
36	65,528	65,928	66,328	66,728	67,128	67,768	68,208	68,648	69,088	69,528	69,968	70,408	70,848	71,288	71,728	72,168	72,608	73,048	73,488	73,928	74,368	74,808	75,248	75,688	76,128	76,568
37	66,450	66,850	67,250	67,650	68,050	68,690	69,130	69,570	70,010	70,450	70,890	71,330	71,770	72,210	72,650	73,090	73,530	73,970	74,410	74,850	75,290	75,730	76,170	76,610	77,050	77,490
38	67,372	67,772	68,172	68																						

The new Placement Schedule 2 will be used for all administrators paid from Schedule 2 and hired July 1, 2017 or after. Administrators hired before 7/1/2017 will not be affected by the new schedule.

A current 12 month administrator moving to another 12 month administrative position with a higher pay grade on Placement Schedule 2 will have their current salary increased an amount equal to the difference between the current pay grade and the new pay grade at the 0 level.

The Administrative Placement Schedule 2 will be used to determine an employee's beginning salary for the following situations:

- An administrator being hired from outside the District
- An employee that is currently being paid from another Salary Schedule
- An employee that is changing from a 10 month pay grade within the administrative schedule
- A current 12 month administrator moving to another 12 month position with a lesser pay grade on Placement Schedule 2

# **EDUCATIONAL SUPPORT PERSONNEL**



## EDUCATIONAL SUPPORT PERSONNEL

- A. All educational support employees are paid an hourly rate according to the employee's paygrade and years experience using Placement Schedule 3 & 3A.
- B. In determining eligibility for benefits, full-time employees are those who are employed a minimum of six (6) hours daily, five (5) days per week in permanently established positions. Less than full-time employees are classified in School Board Policy 5.101. A temporary position is an employment position which will not exist beyond six (6) consecutive calendar months. A position which exists for any part of a month is considered to be in existence for the entire month. Substitute employees render temporary non-contractual service on an on-call basis.
- C. All full-time educational support personnel employed for less than 52 weeks are entitled to insurance and the following holidays.
- |                             |                            |
|-----------------------------|----------------------------|
| Monday, September 3, 2018   | Tuesday, December 25, 2018 |
| Monday, November 12, 2018   | Tuesday, January 1, 2019   |
| Thursday, November 24, 2018 | Monday, January 21, 2019   |
- Personnel employed for six (6) hours or more daily for 52 weeks are entitled to insurance, leave benefits and the following paid holidays:
- |                             |                            |
|-----------------------------|----------------------------|
| Wednesday, July 4, 2018     | Monday, December 24, 2018  |
| Monday, September 3, 2018   | Tuesday, December 25, 2018 |
| Monday, November 12, 2018   | Tuesday, January 1, 2019   |
| Thursday, November 22, 2018 | Monday, January 21, 2019   |
| Friday, November 23, 2018   | Monday, May 27, 2019       |
- D. As part of a cost saving measure to conserve energy, all facilities will be closed and all twelve month employees will be off for four weeks. The four weeks are:
- July 2-6, 2018
  - December 24, 2018 – January 4, 2019
  - March 18-22, 2019
- E. All personnel on a 12 month basis shall be entitled to annual leave cumulative to no more than 480 hours at the end of any fiscal year. The annual leave allowance shall be:
- |                  |                           |
|------------------|---------------------------|
| 4 hours monthly  | 0-4 year employees        |
| 6 hours monthly  | 5-9 year employees        |
| 8 hours monthly  | 10-14 year employees      |
| 10 hours monthly | 15 years and up employees |
- Each employee employed on a full-time basis shall be entitled to one day of sick leave for each month of employment. Such sick leave shall be cumulative from year to year, and there shall be no limit on the number of days of sick leave an employee may accrue.
- F. Refer to the School Board Policies and the Bay Educational Support Personnel Association Master Contract for terms and conditions of employment related to educational support personnel.

- G. Hours and duties are assigned by the administrator responsible for the employee's daily routine and payroll.
- H. Insurance benefits for Educational Support are detailed in the Master Contract.
- I. Support Personnel will be paid \$60.00 per day for participation (outside of normal contract period) in workshops and/or special curriculum development projects. (Rate is based upon a six (6) hour day.)
- J. Employees do not receive an automatic step on a Placement Schedule for pay increase. Beginning July 1, 2014, all employees must receive an overall evaluation rating of "Highly Effective" or "Effective" in order to qualify for a salary increase. Such increases are not automatic but will be determined through negotiations.

**2018-2019 CLASSIFICATION AND PAYGRADES FOR  
EDUCATIONAL SUPPORT PERSONNEL**  
(Hourly Employees Refer to Placement Schedule 3)  
(Annual Salaried Employees Refer to Placement Schedule 3A)

**GENERAL CLERICAL**

**PAYGRADE**

Clerk III.....	3
Clerk II.....	6
Clerk I.....	8
Office Clerk II.....	14
Office Clerk I.....	16
Instructional Specialist Assistant.....	17
Secretary II.....	21
Secretary I.....	25

**TEACHER ASSISTANTS**

Parent Liaison.....	6
Language Assistant.....	6
Support Paraprofessional.....	6
Instructional Paraprofessional (passing score on the Parapro test).....	8
Instructional Paraprofessional (AA, AS, 60 college credit hours).....	10
Paraprofessional III (Current employees only).....	8
Paraprofessional II (Current Employees only).....	16
Paraprofessional I (Current Employees only).....	21
Haney GED Specialist.....	21
Behavioral Paraprofessional.....	30
Registered Behavior Technician.....	42

**ACCOUNTING AND FINANCE**

Auditing Clerk I.....	14
Inventory Audit Clerk I.....	16
Accounting Clerk.....	21
Bookkeeper II.....	21
Bookkeeper I.....	25
Inventory Clerk I.....	24
Benefits Specialist.....	25
Payroll Specialist I.....	25
Payroll Specialist II.....	32
Payroll Specialist III.....	36

**MISCELLANEOUS**

Aide, Community Services.....	4
Activity Leader.....	6
Student Screener.....	6
Mail Attendant.....	6
Clerk I – Media Services.....	8
Job Coach –Exceptional Student Education.....	16
Child Find Assistant.....	21

**MISCELLANEOUS (continued)**

**PAYGRADE**

Purchasing Clerk.....	21
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Records Clerk II: Media Services Instructional Materials.....	21
Records Clerk II: Media Services.....	21
Records Clerk II: Circulation.....	21
Records Clerk II.....	21
Records Clerk I.....	25
Testing Clerk.....	25
Data Entry Manager III.....	21
Data Entry Manager II.....	25
Data Entry Manager I.....	30
District Safety Officer.....	35
Licensed Practical Nurse.....	43
Voluntary Pre-Kindergarten Associate.....	50
AYP Mentor/Parent Educator.....	50

## **HUMAN RESOURCES**

District Receptionist.....	14
Substitute Teacher Registrar.....	27
Instructional Staffing Specialist I.....	32

## **TECHNICAL**

Instructional Television Technician: Media Services.....	16
Computer Operator I.....	35
Instructional Television Specialist: Media Services.....	38
Programmer/Analyst.....	50

## **OPERATIONS**

Student Helper.....	Minimum wage
Laborer.....	6
Maid.....	6
Telephone Receptionist.....	8
Laborer & Deliveryman.....	10
Courier II.....	16
Courier III.....	16
Background Check Specialist.....	21
Safety & Security Tele-Communicator and Video Specialist.....	21
District Media Services Multimedia Technician.....	26
Warehouseman I (Warehouse).....	35
Warehouseman II (Warehouse).....	26
Drug Dog Handler (part-time).....	35
Custodian III.....	10
Custodian II.....	14
Head Custodian IV.....	19
Head Custodian III.....	21
Head Custodian II.....	24
Head Custodian I.....	26

## **TRANSPORTATION**

## **PAYGRADE**

School Bus Paraprofessional.....	6
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Transportation Specialist.....	8
Transportation Van Driver .....	13
School Bus Driver .....	22
Transportation Operations Dispatcher .....	24
Mechanics Helper .....	26
Mechanic II .....	30
Router .....	32
Service Attendant .....	35
Service Dispatcher .....	39
Service Manager.....	39
Certified Mechanic.....	39
Vehicle Electronic Technician .....	47

## **MAINTENANCE**

Semi-skilled Craftsman .....	10
Stadium Custodian II.....	14
Equipment Operator .....	16
Logistics Supply Clerk.....	24
Work Control Technology Specialist.....	26
Painter.....	30
Treatment Plant Operator/Exterminator.....	35
Carpenter Helper.....	26
Carpenter .....	35
Plumber Helper .....	26
Plumber.....	35
Warehouseman II (Maintenance) .....	26
Locksmith Helper .....	26
Locksmith .....	35
Electrical Helper .....	26
Electrician .....	38
HVAC Helper .....	26
HVAC Refrigeration Mechanic.....	38
HVAC Controls Mechanic .....	45
Welding/Sheetmetal Mechanic .....	38
Automotive Mechanic (Maintenance) .....	39
Brick/Block Mason.....	35
Boilerman .....	38
Equipment Mechanic.....	38
Kitchen Equipment Technician .....	38
Turf and Irrigation Specialist .....	30

## **CONDITIONAL EMERGENCY DAY CARE WORKER**

This position will be paid at the hourly rate established for Pay Grade 10 at 0 years of experience. However this position will be full-time and will receive benefits.

### **NOTES:**

Substitute and temporary help, with the exception of custodial, will be paid at the "0" experience level on the lowest level paygrade for the classification for which they are hired. Custodial substitutes will be paid minimum wage. Substitute Emergency Day Care Worker will be paid at the hourly rate established for Pay Grade 10 at 0 years of experience.



## **2018-2019 Differentiated Pay for Educational Support Personnel**

### **High Risk of Personal Injury**

- A. Full-time paraprofessionals (6 hours or more) at Margaret K. Lewis School in Millville, St. Andrew, & New Horizons (schools with high risk of personal injury due to students with a history of aggressive behavior) will receive a supplement of \$535.00 to be paid in two equal installments. Those paraprofessionals working less than full-time will receive a prorated supplement amount based on the number of hours they work per day at a qualifying site. The first installment will be paid the last check in December. The second installment will be paid in the final check of the school year.
- B. Full-time bus paraprofessionals who work more than half the year on routes to and/or from Margaret K. Lewis School in Millville, St. Andrews and/ or New Horizons will receive an annual supplement of \$250 per year. To be eligible for this supplement, bus paraprofessionals must not miss more than five (5) full or partial days of work annually and be employed at the end of the school year. This will be paid in the final check of the school year.

### **Autism**

Full-time paraprofessionals (6 hours or more) working in the District's specially designed classes for children with autism (excluding those at ESE center schools) will receive a supplement of \$535 to be paid in two equal installments. Those paraprofessionals working less than full-time will receive a prorated supplement amount based on the number of hours they work per day in a specially designed class for autism. The first installment will be paid the last check in December. The second installment will be paid in the final check of the school year.

Pg	00	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
02	17.132	17.132	17.132	17.235	17.990	18.064	18.629	19.019	19.444	19.886	20.268	20.600	20.982	21.442	21.877	22.285	22.619	23.077	23.460	23.845	24.201	24.608	25.017	25.493	25.911	
03	19.635	19.635	19.635	19.738	19.745	19.745	20.307	20.975	21.240	21.801	22.008	22.208	22.600	22.812	23.030	23.388	23.541	23.895	24.175	24.633	24.967	25.222	25.479	25.658	25.863	26.882
04	19.916	19.916	19.916	20.020	20.027	20.612	21.230	21.419	21.801	22.008	22.208	22.567	22.825	23.431	23.564	23.895	24.201	24.456	24.712	25.270	25.530	25.759	26.115	26.321	26.526	27.354
05	20.223	20.223	20.223	20.326	20.333	20.786	21.410	21.801	22.008	22.208	22.567	22.825	23.431	23.564	23.895	24.201	24.456	24.712	25.270	25.530	25.759	26.115	26.321	26.526	27.354	
06	20.427	20.427	20.427	20.531	20.538	21.182	21.817	22.057	22.389	22.645	23.001	23.256	23.715	23.997	24.302	24.660	24.917	25.222	25.706	26.115	26.347	26.727	26.933	27.238	28.097	
07	20.860	20.860	20.860	20.964	20.971	21.429	22.072	22.414	22.694	23.051	23.335	23.615	24.172	24.406	24.688	25.041	25.299	25.531	26.215	26.449	26.753	26.986	27.266	27.496	28.419	
08	21.001	21.001	21.001	21.194	21.202	21.778	22.431	22.720	23.101	23.410	23.691	23.997	24.580	24.789	25.196	25.479	25.784	26.065	26.598	26.984	27.266	27.496	27.750	28.031	28.866	
09	21.446	21.446	21.446	21.549	21.557	22.048	22.709	23.101	23.410	23.691	23.997	24.302	24.760	25.146	25.452	25.758	26.064	26.321	26.702	27.186	27.521	27.826	28.108	28.339	29.285	
10	21.626	21.626	21.626	21.729	21.736	22.246	23.016	23.334	23.615	23.895	24.225	24.483	25.091	25.326	25.608	26.038	26.270	26.702	27.186	27.521	27.826	28.108	28.339	28.568	29.511	
11	21.908	21.908	21.908	22.011	22.018	22.569	23.246	23.539	23.793	24.224	24.483	24.889	25.333	25.608	26.038	26.321	26.727	26.933	27.542	27.931	28.287	28.593	28.872	29.028	29.982	
12	22.061	22.061	22.061	22.165	22.172	22.768	23.451	23.742	24.100	24.430	24.738	25.042	25.551	25.946	26.219	26.652	26.892	27.289	27.804	28.108	28.389	28.744	28.951	29.155	30.105	
13	22.187	22.187	22.187	22.291	22.298	22.992	23.682	23.997	24.404	24.637	25.017	25.248	25.881	26.194	26.592	26.832	27.227	27.521	28.105	28.389	28.771	29.103	29.435	29.690	30.636	
14	22.596	22.596	22.596	22.699	22.706	23.388	24.090	24.430	24.738	25.120	25.275	25.730	26.268	26.593	26.933	27.316	27.622	28.029	28.592	28.924	29.256	29.488	29.690	29.896	30.799	
15	22.903	22.903	22.903	23.006	23.013	23.668	24.368	24.636	25.017	25.248	25.706	25.938	26.648	26.858	27.290	27.571	27.954	28.261	28.593	29.250	29.614	29.971	30.305	30.560	31.815	
16	23.082	23.082	23.082	23.185	23.193	23.798	24.471	24.940	25.199	25.656	25.886	26.270	26.828	27.289	27.523	27.953	28.261	28.593	29.250	29.614	29.971	30.305	30.560	30.940	31.815	
17	23.287	23.287	23.287	23.390	23.396	24.085	24.777	25.146	25.552	25.759	26.191	26.524	27.109	27.494	27.776	28.133	28.466	28.923	29.508	29.869	30.200	30.532	30.839	31.018	31.889	
18	23.490	23.490	23.490	23.594	23.600	24.303	25.032	25.248	25.706	26.064	26.447	26.805	27.388	27.749	28.082	28.413	28.771	29.128	29.813	30.150	30.531	30.990	31.222	31.403	32.410	
19	23.765	23.765	23.765	23.868	23.875	24.677	25.211	25.680	25.938	26.395	26.703	27.085	27.655	28.081	28.413	28.744	29.103	29.435	30.070	30.506	30.915	31.221	31.403	31.657	32.662	
20	23.999	23.999	23.999	24.103	24.110	24.922	25.670	25.938	26.395	26.703	27.085	27.443	28.079	28.413	28.771	29.153	29.561	29.894	30.606	31.015	31.324	31.630	31.937	32.195	33.201	
21	24.459	24.459	24.459	24.562	24.571	25.171	25.926	26.395	26.703	27.085	27.443	27.826	28.452	28.822	29.154	29.662	29.945	30.335	31.038	31.400	31.808	32.141	32.347	32.604	33.676	
22	24.639	24.639	24.639	24.742	24.750	25.443	26.206	26.574	27.009	27.340	27.726	28.081	28.742	29.103	29.435	29.868	30.225	30.532	31.317	31.656	32.065	32.346	32.678	32.933	33.896	
23	24.844	24.844	24.844	24.947	24.954	25.741	26.513	26.885	27.265	27.698	28.030	28.363	29.073	29.434	29.843	30.200	30.532	31.014	31.350	32.060	32.488	32.881	33.213	33.466	34.689	
24	25.202	25.202	25.202	25.306	25.312	26.088	26.819	27.264	27.546	28.029	28.339	28.821	29.407	29.843	30.200	30.532	31.014	31.350	32.060	32.488	32.881	33.213	33.466	33.725	34.949	
25	25.533	25.533	25.533	25.636	25.643	26.410	27.202	27.545	28.029	28.339	28.821	29.129	29.840	30.225	30.710	31.095	31.452	31.811	32.672	32.933	33.391	33.849	34.032	34.237	35.284	
26	25.737	25.737	25.737	25.840	25.847	26.557	27.354	27.775	28.234	28.593	29.025	29.460	29.993	30.481	30.965	31.324	31.731	32.090	32.851	33.239	33.673	33.980	34.209	34.466	35.456	
27	26.018	26.018	26.018	26.122	26.129	26.905	27.712	28.182	28.466	28.897	29.306	29.689	30.376	30.863	31.147	31.554	31.963	32.446	33.109	33.518	33.953	34.439	34.645	34.875	35.829	
28	26.222	26.222	26.222	26.325	26.332	27.084	27.866	28.311	28.743	29.103	29.561	29.944	30.706	31.095	31.477	31.860	32.319	32.701	33.437	33.902	34.261	34.668	34.936	35.105	36.078	
29	26.427	26.427	26.427	26.530	26.537	27.376	28.197	28.516	28.948	29.433	29.767	30.199	30.962	31.324	31.731	32.139	32.601	32.983	33.745	34.108	34.615	34.976	35.232	35.588	36.548	
30	26.656	26.656	26.656	26.759	26.766	27.591	28.326	28.821	29.180	29.638	30.021	30.430	31.141	31.554	31.963	32.446	32.807	33.162	33.998	34.513	34.822	35.230	35.487	35.693	36.647	
31	26.862	26.862	26.862	26.965	26.973	27.749	28.581	29.025	29.510	29.919	30.253	30.836	31.473	31.860	32.421	32.780	33.135	33.646	34.434	34.772	35.304	35.715	35.997	36.255	37.266	
32	27.242	27.242	27.242	27.345	27.353	28.169	29.014	29.460	29.817	30.252	30.735	31.194	31.857	32.319	32.701	33.134	33.596	34.078	34.743	35.304	35.590	35.996	36.178	36.458	37.440	
33	27.447	27.447	27.447	27.551	27.559	28.317	29.167	29.687	30.048	30.530	30.990	31.455	32.136	32.601	33.033	33.418	33.902	34.287	35.200	35.537	36.046	36.531	36.814	37.144	38.134	
34	27.679	27.679	27.679	27.782	27.788	28.639	29.498	29.919	30.378	30.838	31.247	31.452	32.011	32.648	33.111	33.596	34.029	34.440	34.998	35.458	35.919	36.378	36.608	37.172	38.159	
35	27.830	27.830	27.830	27.934	27.940	28.812	29.676	30.149	30.609	31.067	31.462	32.011	32.648	33.111	33.596	34.029	34.440	34.998	35.458	35.919	36.378	36.608	37.172	37.556	38.580	
36	28.111	28.111	28.111	28.214	28.221	29.060	29.932	30.404	30.863	31.300	31.731	32.166	32.979	33.391	33.877	34.286	34.922	35.155	36.090	36.507	36.990	37.349	37.656	37.939	39.002	
37	28.315	28.315	28.315	28.419	28.426	29.309	30.188	30.710	31.194	31.529	32.046	32.477	33.159	33.672	34.206	34.542	35.050	35.610	36.272	36.836	37.298	37.759	38.015	38.220	39.225	
38	28.596	28.596	28.596	28.699	28.707	29.550	30.416	30.964	31.350	31.859	32.268	32.802	33.555	34.029	34.440	34.998	35.206	35.765	36.604	37.168	37.554	37.936	38.219	38.475	39.498	
39	28.775	28.775	28.775	28.879	28.886	29.805	30.699	31.194	31.529	32.061	32.498	32.957	33.719	34.234	34.770	35.127	35.688	36.098	36.985	37.237	37.909	38.471	38.730	38.985	39.944	
40	28.980	28.980	28.980	29.083	29.090	30.051	30.953	31.350	31.859	32.268	32.802	33.212	34.026	34.440	34.998	35.458	35.919	36.378	37.267	37.680	38.114	38.726	38.999	39.189	40.190	
41	29.387	29.387	29.387	29.491	29.498	30.547	31.463	31.790	32.166	32.700	33.161	33.646	34.382	34.998	35.332	35.866	36.378	36.838	37.676	38.140	38.751	39.238	39.420	39.650	40.711	
42	29.593	29.593	29.593	29.697	29.703	30.547	31.463	32.046	32.498	32.957	33.391	33.976	34.765	35.127	35.712	36.122	36.658	37.169	38.008	38.472	38.957	39.442	39.751	40.057	41.133	
43	29.848	29.848	29.848	29.951	29.959	30.797	31.721	32.241	32.779	33.212	33.722	34.														



PG	00	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
01	Minimum Wage																									
02	8.36	8.36	8.36	8.42	8.50	8.84	9.11	9.29	9.50	9.72	9.91	10.08	10.25	10.48	10.69	10.90	11.06	11.29	11.45	11.64	11.82	12.03	12.24	12.46	12.95	
03	9.61	9.61	9.61	9.66	9.71	9.95	10.25	10.38	10.48	10.66	10.75	10.88	11.14	11.27	11.42	11.49	11.68	11.81	12.04	12.22	12.32	12.44	12.55	12.64	13.12	
04	9.73	9.73	9.73	9.79	9.85	10.08	10.38	10.46	10.65	10.75	10.88	11.03	11.27	11.44	11.51	11.68	11.82	11.95	12.23	12.35	12.46	12.61	12.77	12.90	13.33	
05	9.88	9.88	9.88	9.94	10.00	10.16	10.46	10.65	10.75	10.88	11.03	11.14	11.44	11.51	11.68	11.82	11.95	12.07	12.35	12.46	12.60	12.76	12.86	12.96	13.36	
06	9.98	9.98	9.98	10.03	10.08	10.35	10.66	10.79	10.94	11.07	11.24	11.36	11.59	11.74	11.89	12.05	12.18	12.32	12.57	12.76	12.88	13.06	13.17	13.31	13.74	
07	10.19	10.19	10.19	10.24	10.30	10.48	10.79	10.96	11.09	11.28	11.40	11.54	11.81	11.93	12.06	12.25	12.36	12.46	12.82	12.93	13.07	13.19	13.32	13.44	13.89	
08	10.29	10.29	10.29	10.35	10.40	10.64	10.96	11.10	11.30	11.43	11.58	11.84	12.02	12.11	12.31	12.44	12.60	12.74	13.01	13.19	13.32	13.44	13.55	13.70	14.10	
09	10.49	10.49	10.49	10.54	10.59	10.89	11.27	11.40	11.54	11.68	11.74	11.88	12.10	12.29	12.42	12.59	12.74	12.86	13.19	13.32	13.47	13.65	13.74	13.85	14.31	
10	10.58	10.58	10.58	10.63	10.68	10.94	11.27	11.40	11.54	11.68	11.83	11.97	12.15	12.27	12.37	12.51	12.74	12.86	13.05	13.28	13.45	13.59	13.65	13.75	14.42	
11	10.70	10.70	10.70	10.75	10.83	11.03	11.36	11.49	11.63	11.83	11.97	12.15	12.37	12.51	12.74	12.86	13.06	13.17	13.47	13.65	13.82	13.98	14.12	14.18	14.66	
12	10.79	10.79	10.79	10.85	10.90	11.12	11.45	11.60	11.78	11.94	12.09	12.25	12.48	12.69	12.82	13.03	13.11	13.33	13.45	13.73	13.88	14.05	14.15	14.23	14.71	
13	10.85	10.85	10.85	10.85	10.90	11.24	11.58	11.74	11.93	12.04	12.24	12.34	12.64	12.80	13.03	13.11	13.31	13.45	13.73	13.88	14.06	14.21	14.39	14.50	14.97	
14	11.05	11.05	11.05	11.10	11.15	11.43	11.77	11.94	12.09	12.28	12.35	12.58	12.84	13.06	13.17	13.34	13.67	13.81	14.13	14.30	14.42	14.55	14.67	14.79	15.24	
15	11.18	11.18	11.18	11.24	11.30	11.56	11.91	12.04	12.24	12.34	12.55	12.67	13.03	13.12	13.33	13.48	13.67	13.81	14.13	14.30	14.42	14.55	14.67	14.79	15.24	
16	11.29	11.29	11.29	11.34	11.39	11.60	11.95	12.29	12.31	12.55	12.65	12.84	13.11	13.33	13.45	13.66	13.81	13.98	14.30	14.47	14.66	14.82	14.94	15.12	15.54	
17	11.38	11.38	11.38	11.43	11.48	11.76	12.11	12.29	12.48	12.60	12.80	12.96	13.25	13.44	13.57	13.75	13.92	14.14	14.42	14.60	14.77	14.92	15.08	15.15	15.59	
18	11.47	11.47	11.47	11.53	11.59	11.89	12.25	12.34	12.57	12.74	12.93	13.10	13.37	13.55	13.73	13.89	14.06	14.22	14.55	14.74	14.92	15.14	15.26	15.35	15.84	
19	11.61	11.61	11.61	11.67	11.72	11.96	12.32	12.56	12.69	12.90	13.05	13.24	13.42	13.72	13.89	14.06	14.23	14.45	14.61	14.97	15.15	15.32	15.45	15.61	15.74	
20	11.74	11.74	11.74	11.79	11.85	12.19	12.56	12.69	12.90	13.05	13.24	13.42	13.72	13.89	14.06	14.23	14.45	14.61	14.97	15.15	15.32	15.45	15.61	15.74	16.23	
21	11.95	11.95	11.95	12.00	12.05	12.30	12.67	12.90	13.05	13.24	13.42	13.59	13.91	14.08	14.23	14.49	14.65	14.84	15.17	15.35	15.53	15.71	15.81	15.93	16.36	
22	12.04	12.04	12.04	12.10	12.15	12.43	12.80	13.00	13.20	13.35	13.54	13.73	14.05	14.21	14.39	14.60	14.78	14.92	15.12	15.46	15.68	15.81	15.97	16.10	16.56	
23	12.13	12.13	12.13	12.18	12.25	12.57	12.95	13.12	13.32	13.53	13.70	13.87	14.20	14.39	14.57	14.78	14.92	15.17	15.46	15.68	15.89	16.09	16.19	16.32	16.79	
24	12.31	12.31	12.31	12.36	12.42	12.73	13.11	13.32	13.47	13.69	13.85	14.08	14.38	14.57	14.77	14.92	15.15	15.33	15.67	15.89	16.08	16.24	16.34	16.47	16.96	
25	12.48	12.48	12.48	12.55	12.61	12.90	13.29	13.47	13.69	13.85	14.08	14.22	14.57	14.78	15.01	15.19	15.37	15.53	15.97	16.10	16.32	16.55	16.63	16.74	17.24	
26	12.59	12.59	12.59	12.64	12.69	12.97	13.36	13.57	13.80	13.98	14.18	14.40	14.66	14.89	15.13	15.32	15.49	15.69	16.07	16.25	16.44	16.60	16.73	16.85	17.33	
27	12.72	12.72	12.72	12.77	12.82	13.15	13.54	13.77	13.92	14.13	14.32	14.50	14.85	15.09	15.21	15.42	15.63	15.85	16.18	16.38	16.59	16.83	16.93	17.05	17.51	
28	12.82	12.82	12.82	12.88	12.93	13.21	13.61	13.83	14.05	14.21	14.45	14.63	15.01	15.19	15.38	15.57	15.80	15.98	16.34	16.57	16.75	16.95	17.07	17.15	17.64	
29	12.91	12.91	12.91	12.96	13.04	13.37	13.77	13.99	14.15	14.39	14.53	14.73	15.13	15.32	15.49	15.85	16.03	16.21	16.61	16.87	17.09	17.22	17.33	17.45	17.91	
30	13.03	13.03	13.03	13.08	13.13	13.43	13.83	14.08	14.24	14.48	14.68	14.87	15.21	15.42	15.63	15.81	16.03	16.21	16.61	16.87	17.09	17.22	17.33	17.45	17.91	
31	13.12	13.12	13.12	13.17	13.24	13.56	13.97	14.18	14.42	14.62	14.79	15.08	15.38	15.57	15.84	16.02	16.19	16.43	16.82	17.00	17.25	17.46	17.58	17.73	18.21	
32	13.31	13.31	13.31	13.36	13.42	13.77	14.18	14.40	14.55	14.79	15.02	15.24	15.57	15.80	15.98	16.19	16.41	16.62	16.98	17.25	17.39	17.58	17.69	17.83	18.30	
33	13.42	13.42	13.42	13.47	13.53	13.83	14.24	14.50	14.69	14.92	15.14	15.35	15.70	15.93	16.14	16.33	16.57	16.76	17.21	17.37	17.60	17.86	17.99	18.16	18.64	
34	13.53	13.53	13.53	13.59	13.64	14.00	14.42	14.62	14.85	15.08	15.27	15.42	15.84	16.03	16.25	16.44	16.72	16.88	17.30	17.57	17.70	17.87	18.00	18.17	18.65	
35	13.60	13.60	13.60	13.65	13.71	14.08	14.50	14.74	14.97	15.18	15.37	15.65	15.95	16.18	16.41	16.62	16.83	17.11	17.43	17.66	17.90	18.17	18.25	18.35	18.85	
36	13.74	13.74	13.74	13.79	13.86	14.20	14.63	14.86	15.09	15.31	15.49	15.73	16.12	16.32	16.56	16.76	17.07	17.19	17.62	17.85	18.08	18.25	18.41	18.53	19.07	
37	13.83	13.83	13.83	13.89	13.95	14.32	14.75	15.01	15.24	15.41	15.66	15.87	16.21	16.44	16.72	16.88	17.13	17.40	17.73	18.00	18.22	18.45	18.56	18.69	19.16	
38	13.98	13.98	13.98	14.03	14.08	14.43	14.86	15.13	15.33	15.57	15.78	16.03	16.40	16.62	16.83	17.11	17.21	17.48	17.90	18.17	18.35	18.53	18.69	18.81	19.30	
39	14.06	14.06	14.06	14.11	14.17	14.56	15.00	15.24	15.41	15.67	15.89	16.11	16.47	16.74	17.00	17.16	17.45	17.62	18.08	18.26	18.52	18.81	18.92	19.00	19.52	
40	14.16	14.16	14.16	14.21	14.27	14.68	15.12	15.33	15.57	15.78	16.03	16.23	16.62	16.83	17.11	17.31	17.55	17.78	18.21	18.42	18.62	18.92	19.01	19.16	19.65	
41	14.37	14.37	14.37	14.42	14.47	14.83	15.27	15.49	15.73	15.98	16.21	16.43	16.80	17.11	17.26	17.53	17.78	18.00	18.42	18.63	18.93	19.18	19.26	19.37	19.91	
42	14.46	14.46	14.46	14.51	14.56	14.93	15.38	15.66	15.89	16.11	16.32	16.60	17.00	17.16	17.46	17.63	17.92	18.17	18.56	18.81	19.03	19.28	19.42	19.58	20.09	
43	14.60	14.60	14.60	14.65	14.70	15.04	15.49	15.77	16.02	16.24	16.47	16.66	17.12	17.31	17.57	17.85	18.05	18.28	18.68	18.97	19.19	19.42	19.52	19.70	20.20	
44	14.68	14.68	14.68	14.74	14.79	15.22	15.68	15.95	16.16	16.40	16.63	16.91	17.26	17.55	17.78	18.00	18.27	18.47	18.97	19.19	19.45	19.71	19.83	19.94	20.46	
45	14.90	14.90	14.90	14.96	15.02	15.41	15.87	16.12	16.33	16.61	16.90	17.07	17.48	17.74	18.00	18.23	18.44	18.75	19.17	19.42	19.69	19.88	20.00	20.19	20.67	
46	15.08	15.08	15.08	15.13	15.19	15.59	16.06	16.28	16.57	16.74	17.03	17.30	17.66	17.93	18.18	18.42	18.73	18.97	19.37	19.63	19.88	20.15	20.27	20.36	20.92	
47	15.18	15.18	15.18	15.23	15.30	15.68	16.15	16.40	16.63	16.93	17.15	17.40	17.85													

**CONFIDENTIAL  
PERSONNEL**

## CONFIDENTIAL PERSONNEL

- A. All Support confidential employees are paid according to the employee's paygrade and years experience using Placement Schedule 4.
- B. In determining eligibility for benefits, full-time employees are those who are employed a minimum of six (6) hours daily, five (5) days per week in permanently established positions. Less than full-time employees are classified in School Board Policy 5.101. A temporary position is an employment position which will not exist beyond six (6) consecutive calendar months. A position which exists for any part of a month is considered to be in existence for the entire month. Substitute employees render temporary non-contractual service on an on-call basis.
- C. All full-time Support confidential personnel employed for less than 52 weeks are entitled to insurance and the following holidays.
- |                             |                            |
|-----------------------------|----------------------------|
| Monday, September 3, 2018   | Tuesday, December 25, 2018 |
| Monday, November 12, 2018   | Tuesday, January 1, 2019   |
| Thursday, November 24, 2018 | Monday, January 21, 2019   |

Personnel employed for six (6) hours or more daily for 52 weeks are entitled to insurance, leave benefits and the following paid holidays:

Wednesday, July 4, 2018	Monday, December 24, 2018
Monday, September 3, 2018	Tuesday, December 25, 2018
Monday, November 12, 2018	Tuesday, January 1, 2019
Thursday, November 22, 2018	Monday, January 21, 2019
Friday, November 23, 2018	Monday, May 27, 2019

- D. As part of a cost saving measure to conserve energy, all facilities will be closed and all twelve month employees will be off for four weeks. The four weeks are:
- |                                     |
|-------------------------------------|
| July 2-6, 2018                      |
| December 24, 2018 – January 4, 2019 |
| March 18-22, 2019                   |
- E. All personnel on a 12 month basis shall be entitled to annual leave cumulative to no more than 480 hours at the end of any fiscal year. The annual leave allowance shall be:
- |                  |                           |
|------------------|---------------------------|
| 4 hours monthly  | 0-4 year employees        |
| 6 hours monthly  | 5-9 year employees        |
| 8 hours monthly  | 10-14 year employees      |
| 10 hours monthly | 15 years and up employees |

Each employee employed on a full-time basis shall be entitled to one day of sick leave for each month of employment. Such sick leave shall be cumulative from year to year, and there shall be no limit on the number of days of sick leave an employee may accrue.

- F. Refer to the School Board Policies for terms and conditions of employment related to confidential personnel.

- G. Hours and duties are assigned by the administrator responsible for the employee's daily routine and payroll.
- H. The Board shall provide Confidential Personnel with basic comprehensive, hospital-medical-obstetrical, major medical and group life insurance protection for a twelve (12) month period. The employee shall be responsible for paying the remaining amount for coverage above the Board contribution amount established. Plans for additional coverage are available to the employee at their expense.
- I. Employees do not receive an automatic step on a Placement Schedule for pay increase. Beginning July 1, 2014, all employees must receive an overall evaluation rating of "Effective" or "Highly Effective" in order to qualify for a salary increase.
- J. Salary increases will be recommended by the Superintendent of Schools and approved by the School Board. Pay increases will only be given to Confidential Personnel receiving an evaluation of Highly Effective or Effective.

**2018-2019 CLASSIFICATIONS AND PAYGRADES FOR  
CONFIDENTIAL PERSONNEL**  
(Refer to Placement Schedule 4)

**PAYGRADE**

Assistant to the School Board Members .....	50
Administrative Assistant to the Superintendent.....	50
Assistant to the Deputy Superintendent .....	45
Assistant to the Superintendent.....	45
Assistant to the Assistant Superintendent for Teaching and Learning Services.....	43
Assistant to the Executive Director for Business Support Services .....	40
Assistant to the Executive Director for Operational Support Services .....	40
Assistant to the Executive Director of Human Resources & Employee Support Services.....	40
Safety & Security Operational Specialist.....	35
Assistant to the Director .....	30
Assistant to the Director of K-12 & Adult Instructional Services.....	30
Assistant to the Director of Student Services .....	30
Assistant to the Director of Facilities.....	30
Assistant to the Information Services Director .....	30
High School Administrative Secretary (Haney & Bozeman) .....	30
Administrative Secretary II (current employees) .....	30
Assistant to the Coordinator of Pre-K (VPK & ESE) Education.....	25
Assistant to the Coordinator of Bay BASE.....	25
Assistant to the Coordinator of Staff Development and Title II .....	25
Assistant to the Coordinator of Extra-Curricular Activities & Title IX Compliance .....	25
Assistant to the Title I Supervisor .....	25
Assistant to Supervisor of Instructional Media Services .....	25
Assistant to Supervisor of Maintenance .....	25
Assistant to General Manager of Purchasing, Contracting and Materials Management .....	25
Assistant to the Business Office .....	25
Middle School Administrative Secretary (New Horizons, Margaret K. Lewis in Millville, Rosenwald High School & Breakfast Point) .....	25
Elementary School Administrative Secretary .....	25
Human Resources Specialist .....	25
Food Service Specialist I .....	25
Food Service Specialist II .....	21

Placement Schedule 4 Confidential Personnel

Effective: July 1, 2013

PG	00	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
21	26,607	26,607	26,607	26,607	26,607	26,712	26,720	26,809	26,945	27,420	27,689	28,107	28,479	28,901	29,247	29,616	29,987	30,488	30,781	31,204	31,914	32,288	32,712	33,029	33,266	33,507
25	27,797	27,797	27,797	27,797	27,797	27,903	27,910	27,998	28,188	28,611	29,034	29,405	29,907	30,252	30,675	31,097	31,572	31,970	32,315	32,712	33,577	33,877	34,323	34,800	34,887	35,200
30	29,013	29,013	29,013	29,013	29,013	29,118	29,125	29,214	29,405	29,907	30,330	30,727	31,203	31,627	32,023	32,444	32,868	33,370	33,743	34,085	34,953	35,486	35,779	36,227	36,694	36,706
35	30,335	30,335	30,335	30,335	30,335	30,440	30,448	30,537	30,779	31,280	31,808	32,208	32,657	33,160	33,556	34,039	34,535	34,984	35,406	35,988	36,649	37,152	37,629	38,207	38,401	38,585
40	31,551	31,551	31,551	31,551	31,551	31,656	31,664	31,751	32,100	32,526	33,130	33,452	34,031	34,403	34,983	35,406	35,988	36,465	36,916	37,389	38,311	38,739	39,190	39,796	40,010	40,276
43	32,305	32,305	32,305	32,305	32,305	32,410	32,419	32,506	32,906	33,385	33,912	34,337	34,957	35,278	35,884	36,358	36,939	37,419	37,854	38,421	39,304	39,797	40,314	40,816	41,042	41,361
45	33,059	33,059	33,059	33,059	33,059	33,164	33,173	33,262	33,712	34,243	34,693	35,221	35,883	36,152	36,783	37,312	37,890	38,370	38,792	39,452	40,296	40,856	41,437	41,835	42,075	42,444
50	34,909	34,909	34,909	34,909	34,909	35,014	35,022	35,112	35,405	36,040	36,649	37,126	37,679	38,208	38,714	39,397	39,876	40,457	40,961	41,570	42,541	42,998	43,604	44,212	44,481	44,693

# **SAFETY & SECURITY PERSONNEL**

## **SAFETY & SECURITY PERSONNEL**

- A. Safety & Security salaries are paid using Placement Schedule "6".
- B. In determining eligibility for benefits, full-time employees are those who are employed a minimum of six (6) hours daily, five (5) days per week in permanently established positions.
- C. Full-time Safety & Security individuals receive the following paid holidays:

Monday, September 3, 2018	Tuesday, December 25, 2018
Monday, November 12, 2018	Tuesday, January 1, 2019
Thursday, November 22, 2018	Monday, January 21, 2019
- D. The Board shall provide full-time Safety & Security Personnel with basic comprehensive, hospital-medical-obstetrical, major medical and group life insurance protection for a twelve (12) month period. The employee shall be responsible for paying the remaining amount for coverage above the Board contribution amount established. Plans for additional coverage are available to the employee at their expense.
- E. Each employee employed on a full-time basis shall be entitled to one day of sick leave for each month of employment. Such sick leave shall be cumulative from year to year, and there shall be no limit on the number of days of sick leave an employee may accrue.
- F. Safety & Security Personnel who are employed for a ten (10) month period and are scheduled to work student days. Individuals in this classification receive payments processed over a twenty (20) check payment cycle.
- G. Regular positions for Safety & Security Personnel will be established for eight (8) working hours per day. Positions for Hourly Safety & Security Personnel can be established at varying hours per day based upon position requirements.

All Safety & Security Personnel working six (6) or more hours a day shall be provided an unpaid, duty free meal period of no less than thirty (30) minutes.
- H. Safety & Security Personnel will be paid \$65.00 per day for participation (outside of the normal contract period) in workshops and/or training sessions. (Rate is based upon a six (6) hour day.)
- I. Employees do not receive an automatic step on a Placement Schedule for pay increases.
- J. Safety & Security Personnel designated as a Lieutenant will be paid a supplement of \$4,000.00 (only one (1) is applicable). Safety & Security Personnel designated as a Sergeant will be paid a supplement of \$2,000.00 (two (2) are applicable: one (1) serves multiple sites and one (1) is stationed at a school site).
- K. Employees on Placement Schedule "6" are on annual contract.



**2018-2019 CLASSIFICATION AND PAYGRADES  
FOR SAFETY & SECURITY PERSONNEL**  
(Refer to Placement Schedule 6)

***SAFETY & SECURITY PERSONNEL***

**PAYGRADE**

District Police Officer ..... 10  
(Position will always be paid at level zero in regards to experience).

Salared Positions

PG	00	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
S 10	28,500	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Hourly Positions

PG	00	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
S+10	19.4672	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

# **PAYROLL SCHEDULES**

**BAY DISTRICT SCHOOLS  
ADMINISTRATIVE PAYROLL SCHEDULE  
FISCAL YEAR 2018 - 2019**

**Pay Type 001 / 12 Checks  
Board & Superintendent**

	RUN #	PAYROLL DATE	PAY PERIOD DATES		NUMBER OF DAYS	LEAVE DUE	INSURANCE DEDUCTIONS
NO. 1	12	7/31/2018	7/1/2018	7/21/2018	21	7/24/2018	August
NO. 2	14	8/31/2018	7/22/2018	8/18/2018	28	8/21/2018	September
NO. 3	16	9/28/2018	8/19/2018	9/15/2018	28	9/18/2018	October
NO. 4	18	10/31/2018	9/16/2018	10/13/2018	28	10/16/2018	November
NO. 5	20	11/30/2018	10/14/2018	11/10/2018	28	11/13/2018	December
NO. 6	22	12/21/2018	11/11/2018	12/15/2018	35	12/17/2018	January
NO. 7	24	1/31/2019	12/16/2018	1/19/2019	35	1/23/2019	February
NO. 8	26	2/28/2019	1/20/2019	2/16/2019	28	2/19/2019	March
NO. 9	28	3/29/2019	2/17/2019	3/16/2019	28	3/15/2019 **	April
NO. 10	30	4/30/2019	3/17/2019	4/20/2019	35	4/23/2019	May
NO. 11	32	5/31/2019	4/21/2019	5/18/2019	28	5/21/2019	June
NO. 12	34	6/27/2019	5/19/2019	6/30/2019	43	6/18/2019 *	July
					365		

\* Leave Due - Projected payroll.

\*\* Leave Due - Payroll Due the same day it ends.

**Insurance Deductions -**

Column information reflects the normal schedule of deduction for an employee's portion of the premium for Board provided coverages (Health, Dental, Life & Vision). Employees in this classification are paid on monthly basis and insurance deductions are for the month indicated. If more than one month is indicated, an adjustment to the normal amount will occur. Periodic adjustments may be necessary on an individual basis due to various situations and may be applied as needed. (Examples: Late start, changes in coverage +/-, and unable to deduct situations).

**BAY DISTRICT SCHOOLS  
ADMINISTRATIVE PAYROLL SCHEDULE  
FISCAL YEAR 2018 - 2019**

**Pay Type 002 / 12 Checks**

**Pay Type 043 / Part-Time Hourly**

**Administrative, Supervisory, Non-Administrative, Non-Supervisory & Technical Personnel**

	RUN #	PAYROLL DATE	PAY PERIOD DATES	NUMBER OF DAYS	LEAVE DUE	INSURANCE DEDUCTIONS
NO. 1	12	7/31/2018	7/1/2018 7/21/2018	11	7/24/2018	August
NO. 2	14	8/31/2018	7/22/2018 8/18/2018	20	8/21/2018	September
NO. 3	16	9/28/2018	8/19/2018 9/15/2018	20	9/18/2018	October
NO. 4	18	10/31/2018	9/16/2018 10/13/2018	20	10/16/2018	November
NO. 5	20	11/30/2018	10/14/2018 11/10/2018	20	11/13/2018	December
NO. 6	22	12/21/2018	11/11/2018 12/15/2018	25	12/17/2018	January
NO. 7	24	1/31/2019	12/16/2018 1/19/2019	18	1/23/2019	February
NO. 8	26	2/28/2019	1/20/2019 2/16/2019	20	2/19/2019	March
NO. 9	28	3/29/2019	2/17/2019 3/16/2019	20	3/15/2019 **	April
NO. 10	30	4/30/2019	3/17/2019 4/20/2019	20	4/23/2019	May
NO. 11	32	5/31/2019	4/21/2019 5/18/2019	20	5/21/2019	June
NO. 12	34	6/27/2019	5/19/2019 6/30/2019	30	6/18/2019 *	July
				244		

**Pay Type 003 / 11 Checks**

**Administrative Assistants & Instructional Specialists**

	RUN #	PAYROLL DATE	PAY PERIOD DATES	NUMBER OF DAYS	LEAVE DUE	INSURANCE DEDUCTIONS
NO. 1	14	8/31/2018	8/1/2018 8/18/2018	10	8/21/2018	Aug. & Sept.
NO. 2	16	9/28/2018	8/19/2018 9/15/2018	20	9/18/2018	October
NO. 3	18	10/31/2018	9/16/2018 10/13/2018	19	10/16/2018	November
NO. 4	20	11/30/2018	10/14/2018 11/10/2018	20	11/13/2018	December
NO. 5	22	12/21/2018	11/11/2018 12/15/2018	21	12/17/2018	January
NO. 6	24	1/31/2019	12/16/2018 1/19/2019	17	1/23/2019	February
NO. 7	26	2/28/2019	1/20/2019 2/16/2019	20	2/19/2019	March
NO. 8	28	3/29/2019	2/17/2019 3/16/2019	19	3/15/2019 **	April
NO. 9	30	4/30/2019	3/17/2019 4/20/2019	19	4/23/2019	May
NO. 10	32	5/31/2019	4/21/2019 5/18/2019	20	5/21/2019	June
NO. 11	34	6/27/2019	5/19/2019 6/4/2019	11	6/18/2019 *	July
				196		

\* Leave Due - Projected payroll.

\*\* Leave Due - Payroll Due the same day it ends.

Insurance Deductions -

Column information reflects the normal schedule of deduction for an employee's portion of the premium for Board provided coverages (Health, Dental, Life & Vision). Employees in this classification are paid on monthly basis and insurance deductions are for the month indicated. If more than one month is indicated, an adjustment to the normal amount will occur. Periodic adjustments may be necessary on an individual basis due to various situations and may be applied as needed. (Examples: Late start, changes in coverage +/-, and unable to deduct situations).

**BAY DISTRICT SCHOOLS  
CONFIDENTIAL & 12 MONTH SUPPORT PAYROLL SCHEDULE  
FISCAL YEAR 2018 - 2019**

Pay Type 009, 019, 023, 033, 040 & 041 / 24 Checks

Including Substitute Clerical, Temporary Employees & Custodial - Pay Type 010, 025 & 034  
(No Insurance Deductions applicable)

	RUN #	PAYROLL DATE	PAY PERIOD DATES		NUMBER OF DAYS	LEAVE DUE	* INSURANCE DEDUCTIONS
NO. 1	11	7/16/2018	7/1/2018	7/7/2018	1	7/9/2018	1/2 August
NO. 2	12	7/31/2018	7/8/2018	7/21/2018	10	7/24/2018	1/2 August
NO. 3	13	8/16/2018	7/22/2018	8/4/2018	10	8/7/2018	1/2 September
NO. 4	14	8/31/2018	8/5/2018	8/18/2018	10	8/21/2018	1/2 September
NO. 5	15	9/14/2018	8/19/2018	9/1/2018	10	9/5/2018	1/2 October
NO. 6	16	9/28/2018	9/2/2018	9/15/2018	10	9/18/2018	1/2 October
NO. 7	17	10/16/2018	9/16/2018	9/29/2018	10	10/2/2018	1/2 November
NO. 8	18	10/31/2018	9/30/2018	10/13/2018	10	10/16/2018	1/2 November
NO. 9	19	11/16/2018	10/14/2018	10/27/2018	10	10/30/2018	1/2 December
NO. 10	20	11/30/2018	10/28/2018	11/10/2018	10	11/13/2018	1/2 December
NO. 11	21	12/14/2018	11/11/2018	12/1/2018	15	12/4/2018	1/2 January
NO. 12	22	12/21/2018	12/2/2018	12/15/2018	10	12/17/2018	1/2 January
NO. 13	23	1/16/2019	12/16/2018	1/5/2019	8	1/8/2019	1/2 February
NO. 14	24	1/31/2019	1/6/2019	1/19/2019	10	1/23/2019	1/2 February
NO. 15	25	2/15/2019	1/20/2019	2/2/2019	10	2/5/2019	1/2 March
NO. 16	26	2/28/2019	2/3/2019	2/16/2019	10	2/19/2019	1/2 March
NO. 17	27	3/15/2019	2/17/2019	3/2/2019	10	3/5/2019	1/2 April
NO. 18	28	3/29/2019	3/3/2019	3/16/2019	10	3/15/2019 **	1/2 April
NO. 19	29	4/16/2019	3/17/2019	4/6/2019	10	4/8/2019	1/2 May
NO. 20	30	4/30/2019	4/7/2019	4/20/2019	10	4/23/2019	1/2 May
NO. 21	31	5/16/2019	4/21/2019	5/4/2019	10	5/7/2019	1/2 June
NO. 22	32	5/31/2019	5/5/2019	5/18/2019	10	5/21/2019	1/2 June
NO. 23	33	6/13/2019	5/19/2019	6/1/2019	10	6/4/2019	1/2 July
NO. 24	34	6/27/2019	6/2/2019	6/30/2019	20	6/18/2019 *	1/2 July
					244		

\* Leave Due - Projected payroll.

\*\* Leave Due - Payroll Due the same day it ends.

Insurance Deductions - \* If eligible for coverage.

Column information reflects the normal schedule of deduction for an employee's portion of the premium for Board provided coverages (Health, Dental, Life & Vision).

Employees in this classification are paid on semi-monthly basis and insurance deductions are for the month indicated. If full month is indicated, an adjustment to the normal amount will occur.

Periodic adjustments may be necessary on an individual basis due to various situations and may be applied as needed. (Examples: Late start, changes in coverage +/-, and unable to deduct situations).

**BAY DISTRICT SCHOOLS  
BAY BASE 12 MONTH STAFF PAYROLL SCHEDULE  
FISCAL YEAR 2018 - 2019**

**Pay Type 027 & 028 / 24 Checks**

	RUN #	PAYROLL DATE	PAY PERIOD DATES		NUMBER OF DAYS	LEAVE DUE	* INSURANCE DEDUCTIONS
NO. 1	11	7/16/2018	7/1/2018	7/7/2018	5	7/9/2018	1/2 August
NO. 2	12	7/31/2018	7/8/2018	7/21/2018	10	7/24/2018	1/2 August
NO. 3	13	8/16/2018	7/22/2018	8/4/2018	10	8/7/2018	1/2 September
NO. 4	14	8/31/2018	8/5/2018	8/18/2018	10	8/21/2018	1/2 September
NO. 5	15	9/14/2018	8/19/2018	9/1/2018	10	9/5/2018	1/2 October
NO. 6	16	9/28/2018	9/2/2018	9/15/2018	10	9/18/2018	1/2 October
NO. 7	17	10/16/2018	9/16/2018	9/29/2018	10	10/2/2018	1/2 November
NO. 8	18	10/31/2018	9/30/2018	10/13/2018	10	10/16/2018	1/2 November
NO. 9	19	11/16/2018	10/14/2018	10/27/2018	10	10/30/2018	1/2 December
NO. 10	20	11/30/2018	10/28/2018	11/10/2018	10	11/13/2018	1/2 December
NO. 11	21	12/14/2018	11/11/2018	12/1/2018	15	12/4/2018	1/2 January
NO. 12	22	12/21/2018	12/2/2018	12/15/2018	10	12/17/2018	1/2 January
NO. 13	23	1/16/2019	12/16/2018	1/5/2019	15	1/8/2019	1/2 February
NO. 14	24	1/31/2019	1/6/2019	1/19/2019	10	1/23/2019	1/2 February
NO. 15	25	2/15/2019	1/20/2019	2/2/2019	10	2/5/2019	1/2 March
NO. 16	26	2/28/2019	2/3/2019	2/16/2019	10	2/19/2019	1/2 March
NO. 17	27	3/15/2019	2/17/2019	3/2/2019	10	3/5/2019	1/2 April
NO. 18	28	3/29/2019	3/3/2019	3/16/2019	10	3/15/2019 **	1/2 April
NO. 19	29	4/16/2019	3/17/2019	4/6/2019	15	4/8/2019	1/2 May
NO. 20	30	4/30/2019	4/7/2019	4/20/2019	10	4/23/2019	1/2 May
NO. 21	31	5/16/2019	4/21/2019	5/4/2019	10	5/7/2019	1/2 June
NO. 22	32	5/31/2019	5/5/2019	5/18/2019	10	5/21/2019	1/2 June
NO. 23	33	6/13/2019	5/19/2019	6/1/2019	10	6/4/2019	1/2 July
NO. 24	34	6/27/2019	6/2/2019	6/30/2019	20	6/18/2019 *	1/2 July
					260		

\* Leave Due - Projected payroll.

\*\* Leave Due - Payroll Due the same day it ends.

Insurance Deductions -

\* If eligible for coverage.

Column information reflects the normal schedule of deduction for an employee's portion of the premium for Board provided coverages (Health, Dental, Life & Vision).

Employees in this classification are paid on semi-monthly basis and insurance deductions are for the month indicated. If full month is indicated, an adjustment to the normal amount will occur.

Periodic adjustments may be necessary on an individual basis due to various situations and may be applied as needed. (Examples: Late start, changes in coverage +/-, and unable to deduct situations).

**BAY DISTRICT SCHOOLS  
INSTRUCTIONAL, LICENSED AND SAFETY & SECURITY PAYROLL SCHEDULE  
FISCAL YEAR 2018 - 2019**

Instructional - Pay Type 004, 006, & 042 / 20 Checks

Licensed - Pay Type 030 & 031 / 20 Checks

Safety & Security - Pay Type 031 / 20 Checks

Including Substitute Teachers & Licensed - Pay Type 007, 026, & 035

(No Insurance Deductions applicable)

	RUN #	PAYROLL DATE	PAY PERIOD DATES		NUMBER OF DAYS	LEAVE DUE	* INSURANCE DEDUCTIONS
NO. 1	14	8/31/2018	8/1/2018	8/18/2018	10	8/21/2018	September
NO. 2	15	9/14/2018	8/19/2018	9/1/2018	10	9/5/2018	1/2 October
NO. 3	16	9/28/2018	9/2/2018	9/15/2018	10	9/18/2018	1/2 October
NO. 4	17	10/16/2018	9/16/2018	9/29/2018	10	10/2/2018	1/2 November
NO. 5	18	10/31/2018	9/30/2018	10/13/2018	9	10/16/2018	1/2 November
NO. 6	19	11/16/2018	10/14/2018	10/27/2018	10	10/30/2018	1/2 December
NO. 7	20	11/30/2018	10/28/2018	11/10/2018	10	11/13/2018	1/2 December
NO. 8	21	12/14/2018	11/11/2018	12/1/2018	11	12/4/2018	1/2 Jan. & Summer
NO. 9	22	12/21/2018	12/2/2018	12/15/2018	10	12/17/2018	1/2 Jan. & Summer
NO. 10	23	1/16/2019	12/16/2018	1/5/2019	7	1/8/2019	1/2 Feb. & Summer
NO. 11	24	1/31/2019	1/6/2019	1/19/2019	10	1/23/2019	1/2 Feb. & Summer
NO. 12	25	2/15/2019	1/20/2019	2/2/2019	10	2/5/2019	1/2 Mar. & Summer
NO. 13	26	2/28/2019	2/3/2019	2/16/2019	10	2/19/2019	1/2 Mar. & Summer
NO. 14	27	3/15/2019	2/17/2019	3/2/2019	9	3/5/2019	1/2 April & Summer
NO. 15	28	3/29/2019	3/3/2019	3/16/2019	10	3/15/2019 **	1/2 April & Summer
NO. 16	29	4/16/2019	3/17/2019	4/6/2019	10	4/8/2019	1/2 May & Summer
NO. 17	30	4/30/2019	4/7/2019	4/20/2019	9	4/23/2019	1/2 May & Summer
NO. 18	31	5/16/2019	4/21/2019	5/4/2019	10	5/7/2019	1/2 June & Summer
NO. 19	32	5/31/2019	5/5/2019	5/18/2019	10	5/21/2019	1/2 June & Summer
NO. 20	33	6/13/2019	5/19/2019	6/4/2019	11	6/4/2019 **	1/2 July
					196		

\* Leave Due - Projected payroll.

\*\* Leave Due - Payroll Due the same day it ends.

Insurance Deductions - \* If eligible for coverage.

Column information reflects the normal schedule of deduction for an employee's portion of the premium for Board provided coverages (Health, Dental, Life & Vision).

Employees in this classification are paid on semi-monthly basis and insurance deductions are for the month indicated. If full month is indicated, an adjustment to the normal amount will occur.

Periodic adjustments may be necessary on an individual basis due to various situations and may be applied as needed. (Examples: Late start, changes in coverage +/-, and unable to deduct situations).

Summer Deductions for 2018-2019 to be applied as follows:

Three (3) deductions for remaining July 2019 premium

Six (6) deductions for August 2019 premium

Three (3) deductions for 1/2 September 2019 premium



**BAY DISTRICT SCHOOLS  
INSTRUCTIONAL PAYROLL SCHEDULE  
FISCAL YEAR 2018 - 2019**

**Pay Type 005 & 051 / 24 Checks**

	RUN #	PAYROLL DATE	PAY PERIOD DATES		NUMBER OF DAYS	LEAVE DUE	INSURANCE DEDUCTIONS
NO. 1	13	8/16/2018	8/1/2018	8/4/2018	2	8/7/2018	1/2 September
NO. 2	14	8/31/2018	8/5/2018	8/18/2018	8	8/21/2018	1/2 September
NO. 3	15	9/14/2018	8/19/2018	9/1/2018	10	9/5/2018	1/2 October
NO. 4	16	9/28/2018	9/2/2018	9/15/2018	10	9/18/2018	1/2 October
NO. 5	17	10/16/2018	9/16/2018	9/28/2018	10	10/2/2018	1/2 November
NO. 6	18	10/31/2018	9/30/2018	10/13/2018	9	10/16/2018	1/2 November
NO. 7	19	11/16/2018	10/14/2018	10/27/2018	10	10/30/2018	1/2 December
NO. 8	20	11/30/2018	10/28/2018	11/10/2018	10	11/13/2018	1/2 December
NO. 9	21	12/14/2018	11/11/2018	12/1/2018	11	12/4/2018	1/2 January
NO. 10	22	12/21/2018	12/2/2018	12/15/2018	10	12/17/2018	1/2 January
NO. 11	23	1/16/2019	12/16/2018	1/5/2019	7	1/8/2019	1/2 February
NO. 12	24	1/31/2019	1/6/2019	1/19/2019	10	1/23/2019	1/2 February
NO. 13	25	2/15/2019	1/20/2019	2/2/2019	10	2/5/2019	1/2 March
NO. 14	26	2/28/2019	2/3/2019	2/16/2019	10	2/19/2019	1/2 March
NO. 15	27	3/15/2019	2/17/2019	3/2/2019	9	3/5/2019	1/2 April
NO. 16	28	3/29/2019	3/3/2019	3/16/2019	10	3/15/2019 **	1/2 April
NO. 17	29	4/16/2019	3/17/2019	4/6/2019	10	4/8/2019	1/2 May
NO. 18	30	4/30/2019	4/7/2019	4/20/2019	9	4/23/2019	1/2 May
NO. 19	31	5/16/2019	4/21/2019	5/4/2019	10	5/7/2019	1/2 June
NO. 20	32	5/31/2019	5/5/2019	5/18/2019	10	5/21/2019	1/2 June
NO. 21	33	6/13/2019	5/19/2019	6/4/2019	11	6/4/2019 **	1/2 July
NO. 22	35	6/13/2019			0		1/2 July
NO. 23	36	6/13/2019			0		1/2 August
NO. 24	37	6/13/2019			0		1/2 August
					196		

\* Leave Due - Projected payroll.

\*\* Leave Due - Payroll Due the same day it ends.

**Insurance Deductions -**

Column information reflects the normal schedule of deduction for an employee's portion of the premium for Board provided coverages (Health, Dental, Life & Vision).

Employees in this classification are paid on semi-monthly basis and insurance deductions are for the month indicated. If full month is indicated, an adjustment to the normal amount will occur.

Periodic adjustments may be necessary on an individual basis due to various situations and may be applied as needed. (Examples: Late start, changes in coverage +/-, and unable to deduct situations).

**BAY DISTRICT SCHOOLS  
INSTRUCTIONAL ROTC PAYROLL SCHEDULE  
FISCAL YEAR 2018 - 2019**

Pay Type 024 (12 Month) / 24 Checks

	RUN #	PAYROLL DATE	PAY PERIOD DATES		NUMBER OF DAYS	LEAVE DUE	INSURANCE DEDUCTIONS
NO. 1	11	7/16/2018	7/1/2018	7/7/2018	1	7/9/2018	1/2 August
NO. 2	12	7/31/2018	7/8/2018	7/21/2018	10	7/24/2018	1/2 August
NO. 3	13	8/16/2018	7/22/2018	8/4/2018	10	8/7/2018	1/2 September
NO. 4	14	8/31/2018	8/5/2018	8/18/2018	10	8/21/2018	1/2 September
NO. 5	15	9/14/2018	8/19/2018	9/1/2018	10	9/5/2018	1/2 October
NO. 6	16	9/28/2018	9/2/2018	9/15/2018	10	9/18/2018	1/2 October
NO. 7	17	10/16/2018	9/16/2018	9/29/2018	10	10/2/2018	1/2 November
NO. 8	18	10/31/2018	9/30/2018	10/13/2018	10	10/16/2018	1/2 November
NO. 9	19	11/16/2018	10/14/2018	10/27/2018	10	10/30/2018	1/2 December
NO. 10	20	11/30/2018	10/28/2018	11/10/2018	10	11/13/2018	1/2 December
NO. 11	21	12/14/2018	11/11/2018	12/1/2018	15	12/4/2018	1/2 January
NO. 12	22	12/21/2018	12/2/2018	12/15/2018	10	12/17/2018	1/2 January
NO. 13	23	1/16/2019	12/16/2018	1/5/2019	8	1/8/2019	1/2 February
NO. 14	24	1/31/2019	1/6/2019	1/19/2019	10	1/23/2019	1/2 February
NO. 15	25	2/15/2019	1/20/2019	2/2/2019	10	2/5/2019	1/2 March
NO. 16	26	2/28/2019	2/3/2019	2/16/2019	10	2/19/2019	1/2 March
NO. 17	27	3/15/2019	2/17/2019	3/2/2019	10	3/5/2019	1/2 April
NO. 18	28	3/29/2019	3/3/2019	3/16/2019	10	3/15/2019 **	1/2 April
NO. 19	29	4/16/2019	3/17/2019	4/6/2019	10	4/8/2019	1/2 May
NO. 20	30	4/30/2019	4/7/2019	4/20/2019	10	4/23/2019	1/2 May
NO. 21	31	5/16/2019	4/21/2019	5/4/2019	10	5/7/2019	1/2 June
NO. 22	32	5/31/2019	5/5/2019	5/18/2019	10	5/21/2019	1/2 June
NO. 23	33	6/13/2019	5/19/2019	6/1/2019	10	6/4/2019	1/2 July
NO. 24	34	6/27/2019	6/2/2019	6/30/2019	20	6/18/2019 *	1/2 July
					244		

\* Leave Due - Projected Payroll

\*\* Leave Due - Payroll Due the same day it ends.

**Insurance Deductions -**

Column information reflects the normal schedule of deduction for an employee's portion of the premium for Board provided coverages (Health, Dental, Life & Vision). Employees in this classification are paid on semi-monthly basis and insurance deductions are for the month indicated. If full month is indicated, an adjustment to the normal amount will occur. Periodic adjustments may be necessary on an individual basis due to various situations and may be applied as needed. (Examples: Late start, changes in coverage +/-, and unable to deduct situations).

**BAY DISTRICT SCHOOLS  
INSTRUCTIONAL / AIR FORCE ROTC PAYROLL SCHEDULE  
FISCAL YEAR 2018 - 2019**

Pay Type 036 (10 Month & District Summer) / 24 Checks

	RUN #	PAYROLL DATE	PAY PERIOD DATES		NUMBER OF DAYS	LEAVE DUE	* INSURANCE DEDUCTIONS
NO. 1	11	7/16/2018	7/1/2018	7/7/2018	Summer Dates	7/9/2018	1/2 August
NO. 2	12	7/31/2018	7/8/2018	7/21/2018	Summer Dates	7/24/2018	1/2 August
NO. 3	13	8/16/2018	7/22/2018	7/30/2018	Summer Dates	8/7/2018	1/2 September
NO. 4	14	8/31/2018	8/1/2018	8/18/2018	13	8/21/2018	1/2 September
NO. 5	15	9/14/2018	8/19/2018	9/1/2018	10	9/5/2018	1/2 October
NO. 6	16	9/28/2018	9/2/2018	9/15/2018	10	9/18/2018	1/2 October
NO. 7	17	10/16/2018	9/16/2018	9/29/2018	10	10/2/2018	1/2 November
NO. 8	18	10/31/2018	9/30/2018	10/13/2018	10	10/16/2018	1/2 November
NO. 9	19	11/16/2018	10/14/2018	10/27/2018	10	10/30/2018	1/2 December
NO. 10	20	11/30/2018	10/28/2018	11/10/2018	10	11/13/2018	1/2 December
NO. 11	21	12/14/2018	11/11/2018	12/1/2018	15	12/4/2018	1/2 January
NO. 12	22	12/21/2018	12/2/2018	12/15/2018	10	12/17/2018	1/2 January
NO. 13	23	1/16/2019	12/16/2018	1/5/2019	8	1/8/2019	1/2 February
NO. 14	24	1/31/2019	1/6/2019	1/19/2019	10	1/23/2019	1/2 February
NO. 15	25	2/15/2019	1/20/2019	2/2/2019	10	2/5/2019	1/2 March
NO. 16	26	2/28/2019	2/3/2019	2/16/2019	10	2/19/2019	1/2 March
NO. 17	27	3/15/2019	2/17/2019	3/2/2019	10	3/5/2019	1/2 April
NO. 18	28	3/29/2019	3/3/2019	3/16/2019	10	3/15/2019 **	1/2 April
NO. 19	29	4/16/2019	3/17/2019	4/6/2019	10	4/8/2019	1/2 May
NO. 20	30	4/30/2019	4/7/2019	4/20/2019	10	4/23/2019	1/2 May
NO. 21	31	5/16/2019	4/21/2019	5/4/2019	10	5/7/2019	1/2 June
NO. 22	32	5/31/2019	5/5/2019	5/18/2019	10	5/21/2019	1/2 June
NO. 23	33	6/13/2019	5/19/2019	6/4/2019	12	6/4/2019	1/2 July
NO. 24	34	6/27/2019	6/5/2019	6/30/2019	Summer Dates	6/18/2019 *	1/2 July
					208		

\* Leave Due - Projected payroll.

\*\* Leave Due - Payroll Due the same day it ends.

Insurance Deductions - \* If eligible for coverage.

Column information reflects the normal schedule of deduction for an employee's portion of the premium for Board provided coverages (Health, Dental, Life & Vision).

Employees in this classification are paid on semi-monthly basis and insurance deductions are for the month indicated. If full month is indicated, an adjustment to the normal amount will occur.

Periodic adjustments may be necessary on an individual basis due to various situations and may be applied as needed. (Examples: Late start, changes in coverage +/-, and unable to deduct situations)

**BAY DISTRICT SCHOOLS  
INSTRUCTIONAL / AIR FORCE & ARMY ROTC PAYROLL SCHEDULE  
FISCAL YEAR 2018 - 2019**

**Pay Type 037 (10 Month) / 20 Checks**

	RUN #	PAYROLL DATE	PAY PERIOD DATES		NUMBER OF DAYS	LEAVE DUE	* INSURANCE DEDUCTIONS
NO. 1	14	8/31/2018	8/1/2018	8/18/2018	10	8/21/2018	1/2 September
NO. 2	15	9/14/2018	8/19/2018	9/1/2018	10	9/5/2018	1/2 October
NO. 3	16	9/28/2018	9/2/2018	9/15/2018	10	9/18/2018	1/2 October
NO. 4	17	10/16/2018	9/16/2018	9/29/2018	10	10/2/2018	1/2 November
NO. 5	18	10/31/2018	9/30/2018	10/13/2018	9	10/16/2018	1/2 November
NO. 6	19	11/16/2018	10/14/2018	10/27/2018	10	10/30/2018	1/2 December
NO. 7	20	11/30/2018	10/28/2018	11/10/2018	10	11/13/2018	1/2 December
NO. 8	21	12/14/2018	11/11/2018	12/1/2018	11	12/4/2018	1/2 Jan. & Summer
NO. 9	22	12/21/2018	12/2/2018	12/15/2018	10	12/17/2018	1/2 Jan. & Summer
NO. 10	23	1/16/2019	12/16/2018	1/5/2019	7	1/8/2019	1/2 Feb. & Summer
NO. 11	24	1/31/2019	1/6/2019	1/19/2019	10	1/23/2019	1/2 Feb. & Summer
NO. 12	25	2/15/2019	1/20/2019	2/2/2019	10	2/5/2019	1/2 Mar. & Summer
NO. 13	26	2/28/2019	2/3/2019	2/16/2019	10	2/19/2019	1/2 Mar. & Summer
NO. 14	27	3/15/2019	2/17/2019	3/2/2019	9	3/5/2019	1/2 April & Summer
NO. 15	28	3/29/2019	3/3/2019	3/16/2019	10	3/15/2019 **	1/2 April & Summer
NO. 16	29	4/16/2019	3/17/2019	4/6/2019	10	4/8/2019	1/2 May & Summer
NO. 17	30	4/30/2019	4/7/2019	4/20/2019	9	4/23/2019	1/2 May & Summer
NO. 18	31	5/16/2019	4/21/2019	5/4/2019	10	5/7/2019	1/2 June & Summer
NO. 19	32	5/31/2019	5/5/2019	5/18/2019	10	5/21/2019	1/2 June & Summer
NO. 20	33	6/13/2019	5/19/2019	6/4/2019	11	6/4/2019 **	1/2 July
					196		

\* Leave Due - Projected payroll.

\*\* Leave Due - Payroll Due the same day it ends.

Insurance Deductions - \* If eligible for coverage.

Column information reflects the normal schedule of deduction for an employee's portion of the premium for Board provided coverages (Health, Dental, Life & Vision).

Employees in this classification are paid on semi-monthly basis and insurance deductions are for the month indicated. If full month is indicated, an adjustment to the normal amount will occur.

Periodic adjustments may be necessary on an individual basis due to various situations and may be applied as needed. (Examples: Late start, changes in coverage +/-, and unable to deduct situations).

Summer Deductions for 2018-2019 to be applied as follows:

Three (3) deductions for remaining July 2019 premium  
Six (6) deductions for August 2019 premium  
Three (3) deductions for 1/2 September 2019 premium

**BAY DISTRICT SCHOOLS  
10 MONTH SUPPORT PAYROLL SCHEDULE  
FISCAL YEAR 2018 - 2019**

**Pay Type 020 / 20 Checks  
Voluntary Pre-K Associate**

	RUN #	PAYROLL DATE	PAY PERIOD DATES		NUMBER OF DAYS	LEAVE DUE	* INSURANCE DEDUCTIONS
NO. 1	14	8/31/2018	8/1/2018	8/18/2018	10	8/21/2018	September
NO. 2	15	9/14/2018	8/19/2018	9/1/2018	10	9/5/2018	1/2 October
NO. 3	16	9/28/2018	9/2/2018	9/15/2018	10	9/18/2018	1/2 October
NO. 4	17	10/16/2018	9/16/2018	9/29/2018	10	10/2/2018	1/2 November
NO. 5	18	10/31/2018	9/30/2018	10/13/2018	9	10/16/2018	1/2 November
NO. 6	19	11/16/2018	10/14/2018	10/27/2018	10	10/30/2018	1/2 December
NO. 7	20	11/30/2018	10/28/2018	11/10/2018	10	11/13/2018	1/2 December
NO. 8	21	12/14/2018	11/11/2018	12/1/2018	11	12/4/2018	1/2 Jan. & Summer
NO. 9	22	12/21/2018	12/2/2018	12/15/2018	10	12/17/2018	1/2 Jan. & Summer
NO. 10	23	1/16/2019	12/16/2018	1/5/2019	7	1/8/2019	1/2 Feb. & Summer
NO. 11	24	1/31/2019	1/6/2019	1/19/2019	10	1/23/2019	1/2 Feb. & Summer
NO. 12	25	2/15/2019	1/20/2019	2/2/2019	10	2/5/2019	1/2 Mar. & Summer
NO. 13	26	2/28/2019	2/3/2019	2/16/2019	10	2/19/2019	1/2 Mar. & Summer
NO. 14	27	3/15/2019	2/17/2019	3/2/2019	9	3/5/2019	1/2 April & Summer
NO. 15	28	3/29/2019	3/3/2019	3/16/2019	10	3/15/2019 **	1/2 April & Summer
NO. 16	29	4/16/2019	3/17/2019	4/6/2019	10	4/8/2019	1/2 May & Summer
NO. 17	30	4/30/2019	4/7/2019	4/20/2019	9	4/23/2019	1/2 May & Summer
NO. 18	31	5/16/2019	4/21/2019	5/4/2019	10	5/7/2019	1/2 June & Summer
NO. 19	32	5/31/2019	5/5/2019	5/18/2019	10	5/21/2019	1/2 June & Summer
NO. 20	33	6/13/2019	5/19/2019	6/4/2019	11	6/4/2019 **	1/2 July
					196		

\* Leave Due - Projected payroll.

\*\* Leave Due - Payroll Due the same day it ends.

Insurance Deductions - \* If eligible for coverage.

Column information reflects the normal schedule of deduction for an employee's portion of the premium for Board provided coverages (Health, Dental, Life & Vision).

Employees in this classification are paid on semi-monthly basis and insurance deductions are for the month indicated. If full month is indicated, an adjustment to the normal amount will occur.

Periodic adjustments may be necessary on an individual basis due to various situations and may be applied as needed. (Examples: Late start, changes in coverage +/-, and unable to deduct situations).

Summer Deductions for 2018-2019 to be applied as follows: Three (3) deductions for remaining 1/2 of July 2019 premium  
Six (6) deductions for August 2019 premium  
Three (3) deductions for 1/2 of September 2019 premium

**BAY DISTRICT SCHOOLS  
10 MONTH SUPPORT PAYROLL SCHEDULE  
FISCAL YEAR 2018 - 2019**

**Pay Type 008, 015, 029 & 032 / 20 Checks  
Clerical, Paraprofessionals, 10 Month Bay Base & Custodial**

**Including Substitute Paraprofessionals - Pay Type 016  
(No Insurance Deductions applicable)**

	RUN #	PAYROLL DATE	PAY PERIOD DATES	NUMBER OF DAYS		LEAVE DUE	* INSURANCE DEDUCTIONS
				Full Time	Part Time		
NO. 1	14	8/31/2018	8/15/2018 8/18/2018	3	3	8/21/2018	September (if needed)
NO. 2	15	9/14/2018	8/19/2018 9/1/2018	10	10	9/5/2018	1/2 October
NO. 3	16	9/28/2018	9/2/2018 9/15/2018	10	9	9/18/2018	1/2 October
NO. 4	17	10/16/2018	9/16/2018 9/29/2018	9	9	10/2/2018	1/2 November
NO. 5	18	10/31/2018	9/30/2018 10/13/2018	9	9	10/16/2018	1/2 November
NO. 6	19	11/16/2018	10/14/2018 10/27/2018	9	9	10/30/2018	1/2 December
NO. 7	20	11/30/2018	10/28/2018 11/10/2018	10	10	11/13/2018	1/2 December
NO. 8	21	12/14/2018	11/11/2018 12/1/2018	11	9	12/4/2018	1/2 Jan. & Summer
NO. 9	22	12/21/2018	12/2/2018 12/15/2018	10	10	12/17/2018	1/2 Jan. & Summer
NO. 10	23	1/16/2019	12/16/2018 1/5/2019	7	5	1/8/2019	1/2 Feb. & Summer
NO. 11	24	1/31/2019	1/6/2019 1/19/2019	9	9	1/23/2019	1/2 Feb. & Summer
NO. 12	25	2/15/2019	1/20/2019 2/2/2019	10	9	2/5/2019	1/2 Mar. & Summer
NO. 13	26	2/28/2019	2/3/2019 2/16/2019	9	9	2/19/2019	1/2 Mar. & Summer
NO. 14	27	3/15/2019	2/17/2019 3/2/2019	9	9	3/5/2019	1/2 April & Summer
NO. 15	28	3/29/2019	3/3/2019 3/16/2019	10	10	3/15/2019 **	1/2 April & Summer
NO. 16	29	4/16/2019	3/17/2019 4/6/2019	10	10	4/8/2019	1/2 May & Summer
NO. 17	30	4/30/2019	4/7/2019 4/20/2019	9	9	4/23/2019	1/2 May & Summer
NO. 18	31	5/16/2019	4/21/2019 5/4/2019	10	10	5/7/2019	1/2 June & Summer
NO. 19	32	5/31/2019	5/5/2019 5/18/2019	10	10	5/21/2019	1/2 June & Summer
NO. 20	33	6/13/2019	5/19/2019 5/31/2019	9	9	6/4/2019	1/2 July
				183	177		

\* Leave Due - Projected payroll.

\*\* Leave Due - Payroll Due the same day it ends.

Insurance Deductions - \* If eligible for coverage.

Column information reflects the normal schedule of deduction for an employee's portion of the premium for Board provided coverages (Health, Dental, Life & Vision).

Employees in this classification are paid on semi-monthly basis and insurance deductions are for the month indicated. If full month is indicated, an adjustment to the normal amount will occur.

Periodic adjustments may be necessary on an individual basis due to various situations and may be applied as needed. (Examples: Late start, changes in coverage +/-, and unable to deduct situations).

Summer Deductions for 2018-2019 to be applied as follows: Three (3) deductions for remaining 1/2 of July 2019 premium  
Six (6) deductions for August 2019 premium  
Three (3) deductions for 1/2 of September 2019 premium

**BAY DISTRICT SCHOOLS  
10 MONTH SUPPORT PAYROLL SCHEDULE  
FISCAL YEAR 2018 - 2019**

**Pay Type 017 / 20 Checks  
Bus Drivers**

**Including Substitute Bus Drivers - Pay Type 018  
(No Insurance Deductions applicable)**

	RUN #	PAYROLL DATE	PAY PERIOD DATES		NUMBER OF DAYS	LEAVE DUE	* INSURANCE DEDUCTIONS
NO. 1	14	8/31/2018	8/15/2018	8/18/2018	3	8/21/2018	September (if needed)
NO. 2	15	9/14/2018	8/19/2018	9/1/2018	10	9/5/2018	1/2 October
NO. 3	16	9/28/2018	9/2/2018	9/15/2018	10	9/18/2018	1/2 October
NO. 4	17	10/16/2018	9/16/2018	9/29/2018	9	10/2/2018	1/2 November
NO. 5	18	10/31/2018	9/30/2018	10/13/2018	9	10/16/2018	1/2 November
NO. 6	19	11/16/2018	10/14/2018	10/27/2018	9	10/30/2018	1/2 December
NO. 7	20	11/30/2018	10/28/2018	11/10/2018	10	11/13/2018	1/2 December
NO. 8	21	12/14/2018	11/11/2018	12/1/2018	11	12/4/2018	1/2 Jan. & Summer
NO. 9	22	12/21/2018	12/2/2018	12/15/2018	10	12/17/2018	1/2 Jan. & Summer
NO. 10	23	1/16/2019	12/16/2018	1/5/2019	7	1/8/2019	1/2 Feb. & Summer
NO. 11	24	1/31/2019	1/6/2019	1/19/2019	9	1/23/2019	1/2 Feb. & Summer
NO. 12	25	2/15/2019	1/20/2019	2/2/2019	10	2/5/2019	1/2 Mar. & Summer
NO. 13	26	2/28/2019	2/3/2019	2/16/2019	9	2/19/2019	1/2 Mar. & Summer
NO. 14	27	3/15/2019	2/17/2019	3/2/2019	9	3/5/2019	1/2 April & Summer
NO. 15	28	3/29/2019	3/3/2019	3/16/2019	10	3/15/2019 **	1/2 April & Summer
NO. 16	29	4/16/2019	3/17/2019	4/6/2019	10	4/8/2019	1/2 May & Summer
NO. 17	30	4/30/2019	4/7/2019	4/20/2019	9	4/23/2019	1/2 May & Summer
NO. 18	31	5/16/2019	4/21/2019	5/4/2019	10	5/7/2019	1/2 June & Summer
NO. 19	32	5/31/2019	5/5/2019	5/18/2019	10	5/21/2019	1/2 June & Summer
NO. 20	33	6/13/2019	5/19/2019	5/31/2019	9	6/4/2019	1/2 July
					183		

\* Leave Due - Projected payroll.

\*\* Leave Due - Payroll Due the same day it ends.

Insurance Deductions -

\* If eligible for coverage.

Column information reflects the normal schedule of deduction for an employee's portion of the premium for Board provided coverages (Health, Dental, Life & Vision).

Employees in this classification are paid on semi-monthly basis and insurance deductions are for the month indicated. If full month is indicated, an adjustment to the normal amount will occur.

Periodic adjustments may be necessary on an individual basis due to various situations and may be applied as needed. (Examples: Late start, changes in coverage +/-, and unable to deduct situations).

Summer Deductions for 2018-2019 to be applied as follows:

Three (3) deductions for remaining 1/2 of July 2019 premium

Six (6) deductions for August 2019 premium

Three (3) deductions for 1/2 of September 2019 premium

**BAY DISTRICT SCHOOLS  
10 MONTH SUPPORT PAYROLL SCHEDULE  
FISCAL YEAR 2018 - 2019**

**Pay Type 038 / 24 Checks  
Bus Drivers**

	RUN #	PAYROLL DATE	PAY PERIOD DATES		NUMBER OF DAYS	LEAVE DUE	* INSURANCE DEDUCTIONS
NO. 1	14	8/31/2018	8/15/2018	8/18/2018	3	8/21/2018	September
NO. 2	15	9/14/2018	8/19/2018	9/1/2018	10	9/5/2018	1/2 October
NO. 3	16	9/28/2018	9/2/2018	9/15/2018	10	9/18/2018	1/2 October
NO. 4	17	10/16/2018	9/16/2018	9/29/2018	9	10/2/2018	1/2 November
NO. 5	18	10/31/2018	9/30/2018	10/13/2018	9	10/16/2018	1/2 November
NO. 6	19	11/16/2018	10/14/2018	10/27/2018	9	10/30/2018	1/2 December
NO. 7	20	11/30/2018	10/28/2018	11/10/2018	10	11/13/2018	1/2 December
NO. 8	21	12/14/2018	11/11/2018	12/1/2018	11	12/4/2018	1/2 January
NO. 9	22	12/21/2018	12/2/2018	12/15/2018	10	12/17/2018	1/2 January
NO. 10	23	1/16/2019	12/16/2018	1/5/2019	7	1/8/2019	1/2 February
NO. 11	24	1/31/2019	1/6/2019	1/19/2019	9	1/23/2019	1/2 February
NO. 12	25	2/15/2019	1/20/2019	2/2/2019	10	2/5/2019	1/2 March
NO. 13	26	2/28/2019	2/3/2019	2/16/2019	9	2/19/2019	1/2 March
NO. 14	27	3/15/2019	2/17/2019	3/2/2019	9	3/5/2019	1/2 April
NO. 15	28	3/29/2019	3/3/2019	3/16/2019	10	3/15/2019 **	1/2 April
NO. 16	29	4/16/2019	3/17/2019	4/6/2019	10	4/8/2019	1/2 May
NO. 17	30	4/30/2019	4/7/2019	4/20/2019	9	4/23/2019	1/2 May
NO. 18	31	5/16/2019	4/21/2019	5/4/2019	10	5/7/2019	1/2 June
NO. 19	32	5/31/2019	5/5/2019	5/18/2019	10	5/21/2019	1/2 June
NO. 20	33	6/13/2019	5/19/2019	5/31/2019	9	6/4/2019	1/2 July
NO. 21	35	6/27/2019			0		1/2 July
NO. 22	36	6/27/2019			0		1/2 August
NO. 23	37	6/27/2019			0		1/2 August
NO. 24	34	6/27/2019			0		1/2 September
					183		

\* Leave Due - Projected payroll.

\*\* Leave Due - Payroll Due the same day it ends.

Insurance Deductions -

\* If eligible for coverage

Column information reflects the normal schedule of deduction for an employee's portion of the premium for Board provided coverages (Health, Dental, Life & Vision).

Employees in this classification are paid on semi-monthly basis and insurance deductions are for the month indicated. If full month is indicated, an adjustment to the normal amount will occur.

Periodic adjustments may be necessary on an individual basis due to various situations and may be applied as needed. (Examples: Late start, changes in coverage +/-, and unable to deduct situations).



**BAY DISTRICT SCHOOLS  
INSTRUCTIONAL PAYROLL SCHEDULE  
FISCAL YEAR 2018 - 2019**

**Pay Type 062 / 20 Checks**

**Extended Instructional Hours  
(No Insurance Deductions applicable)**

	RUN #	PAYROLL DATE	PAY PERIOD DATES		NUMBER OF DAYS	STUDENT DAYS ONLY
NO. 1	14	8/31/2018	8/15/2018	8/18/2018	3	
NO. 2	15	9/14/2018	8/19/2018	9/1/2018	10	
NO. 3	16	9/28/2018	9/2/2018	9/15/2018	9	
NO. 4	17	10/16/2018	9/16/2018	9/29/2018	9	
NO. 5	18	10/31/2018	9/30/2018	10/13/2018	9	
NO. 6	19	11/16/2018	10/14/2018	10/27/2018	9	
NO. 7	20	11/30/2018	10/28/2018	11/10/2018	10	
NO. 8	21	12/14/2018	11/11/2018	12/1/2018	9	
NO. 9	22	12/21/2018	12/2/2018	12/15/2018	10	
NO. 10	23	1/16/2019	12/16/2018	1/5/2019	5	
NO. 11	24	1/31/2019	1/6/2019	1/19/2019	9	
NO. 12	25	2/15/2019	1/20/2019	2/2/2019	9	
NO. 13	26	2/28/2019	2/3/2019	2/16/2019	9	
NO. 14	27	3/15/2019	2/17/2019	3/2/2019	9	
NO. 15	28	3/29/2019	3/3/2019	3/16/2019	10	
NO. 16	29	4/16/2019	3/17/2019	4/6/2019	10	
NO. 17	30	4/30/2019	4/7/2019	4/20/2019	9	
NO. 18	31	5/16/2019	4/21/2019	5/4/2019	10	
NO. 19	32	5/31/2019	5/5/2019	5/18/2019	10	
NO. 20	33	6/13/2019	5/19/2019	5/31/2019	9	
					177	

**BAY DISTRICT SCHOOLS  
SUMMER SCHOOL PAYROLL SCHEDULE  
FISCAL YEAR 2018 - 2019**

**Instructional Staff**

	RUN #	PAYROLL DATE	PAY PERIOD DATES		NUMBER OF DAYS	LEAVE DUE
	12	7/31/2018	7/1/2018	7/21/2018	8	7/24/2018
	13	8/16/2018	7/22/2018	7/31/2018	6	8/7/2018
	34	6/27/2019	6/5/2019	6/20/2019	10	6/18/2019 *
	11	7/16/2019	6/21/2019	6/30/2019	4	TBD
					28	

**Support Staff**

	RUN #	PAYROLL DATE	PAY PERIOD DATES		NUMBER OF DAYS	LEAVE DUE
	12	7/31/2018	7/1/2018	7/21/2018	8	7/24/2018
	13	8/16/2018	7/22/2018	8/4/2018	8	8/7/2018
	14	8/31/2018	8/5/2018	8/14/2018	6	8/21/2018
	34	6/27/2019	6/5/2019	6/20/2019	10	6/18/2019 *
	11	7/16/2019	6/21/2019	6/30/2019	4	TBD
					36	

\* Leave Due - Projected payroll.

\*\* Leave Due the same day as payroll ending date.

# **SCHOOL CALENDAR**

# BAY DISTRICT SCHOOLS' CALENDAR 2018-2019

	Day	Month	Date
*Instructional Contract District Inservice Day #1	Wednesday	August	1
*Instructional Contract District Inservice Day #2	Thursday	August	2
*Instructional Contract District Inservice days are waived by attendance July/August Trainings*	(2-days)		
Inservice (School-Based)	Tuesday	August	7
Inservice (School-Based)	Wednesday	August	8
Pre-School Planning	Thursday	August	9
Pre-School Planning	Monday	August	13
Pre-School Planning	Tuesday	August	14
<b>First Day of School</b>	<b>Wednesday</b>	<b>August</b>	<b>15</b>
Labor Day (Holiday for All)	Monday	September	3
Teacher PLC Planning Day (School out for Students) <b>STORM DAY (IF NEEDED)</b>	Wednesday	September	19
Columbus Day (School out for Students & Teachers)	Monday	October	8
End of First Nine Weeks	Thursday	October	18
Teacher PLC Planning Day (School out for Students) <b>STORM DAY (IF NEEDED)</b>	Wednesday	October	24
Veterans Day (Holiday for All)	Monday	November	12
Thanksgiving Holidays (School out entire week for Students & Teachers)	Monday	November	19
Thanksgiving Day (Holiday for all)	Thursday	November	22
Return from Thanksgiving Holidays	Monday	November	26
Christmas Break (Early Release for Students)	Friday	December	21
Christmas Holidays Begin	Monday	December	24
Return from Christmas Holidays	Monday	January	7
High School Testing Day (7th period exams)	Wednesday	January	9
High School Testing Day (1/2/3 period exams)/Early Release for High School Students Only	Thursday	January	10
High School Testing Day (4/5/6 period exams)/End of Second Nine Weeks/End of First Semester/Early Release for High School Students Only	Friday	January	11
Records Workday for Teachers (School out for Students)	Monday	January	14
Martin Luther King's Birthday (Holiday for All)	Monday	January	21
Teacher PLC Planning Day (School Out for Students) <b>STORM DAY (IF NEEDED)</b>	Wednesday	February	6
Presidents' Day (School Out for Students & Teachers)	Monday	February	18
Spring Holidays Begin	Monday	March	18
Return from Spring Holidays	Monday	March	25
End of Third Nine Weeks	Thursday	March	28
Good Friday (School Out for Students & Teachers)	Friday	April	19
Memorial Day (School Out for Students & Teachers)	Monday	May	27
High School Testing Day (7th period exams)	Wednesday	May	29
High School Testing Day (1/2/3 period exams)/Early Release for High School Students Only	Thursday	May	30
High School Testing Day (4/5/6 period exams)/End of Fourth Nine Weeks/End of Second Semester/ <b>Last Day of School for ALL STUDENTS/Early Release for ALL STUDENTS</b>	<b>Friday</b>	<b>May</b>	<b>31</b>
Post Planning for Teachers	Monday	June	3
Post Planning for Teachers	Tuesday	June	4

STUDENT DAYS		TEACHER DAYS		PROGRESS REPORTS	ORIENTATION DATES	GRADUATION			
Month	Days	Month	Instruct			Other	School	Month	Day
August	13	August	13	7	Progress reports are available through the District's PARENT PORTAL. Hard copy progress reports will no longer be printed. Parents can contact the school if no internet access is available.	Dates and times for orientation by school location can be found at the Bay District Schools' website @ <a href="http://www.bay.k12.fl.us">www.bay.k12.fl.us</a>	Bay Virtual	May	21
September	18	September	18	2			Haney	May	22
October	21	October	21	1			Bozeman	May	23
November	16	November	16	2			MKL	May	24
December	15	December	15	1			Rutherford	May	24
January	17	January	17	3	<b>REPORT CARDS</b>	<b>OPEN HOUSE DATES</b>	Arnold	May	28
February	18	February	18	1			Rosenwald	May	29
March	16	March	16				Bay	May	29
April	21	April	21				Mosley	May	30
May	22	May	22				Board Approved: 11/14/2017		
June		June		2			*Selected Thurs. in Sept.		
Total	177	Total		196	October 31 January 25 April 10 June 13				
					*Contact school for specific date				